

## **Consultant - Medical**

### **Family Planning Association of India (FPA India)**

**Location:** Mumbai, Head Quarters

**Qualification:** Medical Postgraduate in Obstetrics & Gynecology/Surgery/Public Health. Candidate with M.P.H would be added advantage.

**Experience:** Minimum 15 years of professional experience. Experience in the Development sector will be preferred.

### **Reporting to: Deputy Director General (Programmes)**

#### **Duties and Responsibilities:**

- To lead organization's clinical service delivery implementation and to ensure that the quality of services is as per the set standard of FPAI & IPPF.
- To provide Strategic and technical inputs in the program design and implementation from a clinical perspective.
- To institute quality assurance by developing protocols and standards for the Association's service delivery points, training of concerned staff and volunteers, and providing facilitative supervision.
- To ensure implementation of medical guidelines as laid down by the IMAP (IPPF), MAP (FPAI), and national guidelines
- To identify and assess the clinical requirements of the Association and to provide the same as per the need and availability of budget
- To develop appropriate Service delivery guidelines, SOPs, technical updates under guidance of MAP and circulate them with branches.
- To monitor the implementation closely and ensure timely completion of all ongoing projects that are implemented by Medical Department
- To review the program performance periodically, service statistical reports, project-based reports both quantitative and qualitative and give feedback to branches.
- To supervise and guide staff (both technical and non-technical) employed in the medical department of FPAI.

- To coordinate with all the service Delivery Points for preparation of the Association's Annual Programme Budget and Annual Report to be submitted to the South Asia Regional Office of the International Planned Parenthood Federation.
- To provide technical inputs for developing projects/interventions for international/national funding and support their implementation.
- To develop technical project proposals including research project for submission to various donors' agencies.
- To provide technical inputs for designing training curricula for various cadres of medical, paramedical and other service providers.
- To participate in conferences, seminars and workshops at national/international levels, in committees formed for promotion of sexual and reproductive health (SHR) and other related issues, media events for dissemination of information when deputed by the Management, and to contribute to publications.
- To represent the organization in appropriate forum to help build the image of the Association by maintaining good public relations with other organizations and by networking with institutions and individuals.
- To identify areas with a research potential in the medical/clinical programme and coordinate with the Research & Evaluation Department for undertaking such research and also evaluate studies.
- Any other assignment the Management may assign from time to time depending on the exigencies of the work of the Association.

Remuneration: Commensurate with experience and qualification.

**Note:**

- Applications must be submitted in the prescribed format **within 7 days** by email to [hr@fpaindia.org](mailto:hr@fpaindia.org) stating the Job title in the Subject line. Only applications received in the prescribed format will be valid and accepted. This job opportunity will be on an ongoing basis, till a suitable candidate is found
- FPA India will only contact and give feedback to candidates who are shortlisted.

FPA India being national level organization in the field of Sexual & Reproductive Health with international network relationships provides best opportunity for personal growth and healthy work atmosphere. More details on our website: [www.fpaindia.org](http://www.fpaindia.org)

FPA India provides equal opportunity to all without any discrimination.

FPA India is committed to the safety and protection of children, young people and vulnerable adults. This position may involve interaction with these groups.

Since the headquarters is in Mumbai, those in Mumbai or those willing to shift to Mumbai on their own may only apply.

Apply within 7 days to:

Director General

FPA India,

Bajaj Bhawan,

Nariman Point,

Mumbai – 400021

E-Mail: [hr@fpaindia.org](mailto:hr@fpaindia.org)