



## **Job Description**

**Position Name:** Manager – Innovation and Learning

**Position Reports To:** Technical Director

**Location:** Patna, Bihar

### **About PCI India:**

Project Concern International/India (PCI) has been working in India since 1998. Over these several decades, PCI has maintained a diversified portfolio, working in rural and urban settings in the areas of integrated health and community development with programs focusing on low-income, vulnerable and hard-to-reach population in close partnership with national and state governments and civil society organizations. PCI is known for high-quality and innovative programs that strengthen local capacity and empower communities, civil society organizations and local governments as agents of their own advancement. With seven on-going programs, we currently have a presence in 155 districts across 10 states in India.

### **About JEEViKA Technical Support Program (JTSP)**

We are working with the Bihar Rural Livelihood Promotion Society to provide technical assistance to JEEViKA - one of the largest community platform globally of women Self Help Groups (SHGs). JTSP is the only such model operating at scale where health and nutrition issues are seamlessly integrated in platform of livelihoods and are bringing desired results by improving health and nutrition status of families and, thereby, reducing overall vulnerabilities of the family – which is a stated mandate of National Rural Livelihoods Mission in India. JTSP functions as an innovation lab that identifies and tests low cost scalable solution for some of the most intractable development challenges in health, nutrition and sanitation.

**Job Summary:** The incumbent will lead the formative studies, program designing, operational planning and measurement of a suite of innovations and operational research activities undertaken by JTSP independently or in collaboration with other agencies in under the overall guidance of the Director – Technical. In addition, the incumbent will spearhead the preparation of manuscripts and presentations for wider dissemination of innovations work and when required she will also assist in designing new studies and basic analysis.

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

**Manager – Innovation and Learning** will oversee the designing, operational planning, implementation and relevant documentation of multiple small innovations, including those based on e and mobile learning platforms and coordinate operational enhancement sprints related to existing programs undertaken by JTSP. The Specific responsibilities include but not limited to:

### **Innovation:**

- Generation of ideas and concepts of innovations, developing and testing the theory of change through innovation sprints and short duration innovation projects as well as through more sustained learning labs for developing and testing various innovations related to ongoing programs.
- Coordinate with the program team, participate in program/project planning meetings, particularly related to innovations as well as other strategic meetings as needed or as advised by the supervisor.
- Working on documentation and dissemination of Innovations and operational learning by developing presentation decks, write up documents such as concept notes, idea summaries,

operational documents, brochures and articles with concise write up and data visualization for discussions with donor, client and different stakeholders.

### **Learning Management System**

- Development of learning management systems using e learning, distance learning materials and portals; identifying and collaborating with organizations and institutions for developing learning modules on Behavior change in Health, Nutrition and Sanitation through women's collective and livelihoods platforms and missions.
- Identify and select external agencies for undertaking any ICT enabled, designing, and development of Mobile applications, e-learning portals, Artificial Intelligence work as needed for various innovations and work closely with the agency to develop, test and pilot innovative IT solutions for Health and Nutrition interventions through SRLMs and women collective platforms.
- Ensure timely submission of reports linked with pilots; contribute to the enhancement of the quality of the reports.
- Any other task as assigned by supervisor.

### **Qualifications and Experience**

- Master degree in Social Sciences preferably in Public Health, Management Studies or any other relevant fields
- A flair for working with technology and any previous experience related to mobile health platform will be an added advantage.
- At least five years of relevant professional experience in public health, including significant experience in innovations and use of ICT solutions in Health and or Nutrition programs.

### **Competencies sought:**

- **Project management (around innovations and learning):** The candidate should be able to handle multiple small innovative projects at a time; beginning from ideation, research, concept testing, designing, developing, launching, implementation, learning, deriving results and scaling it up. Candidates with prior experience with operations research and who have managed small but significant learning projects which have been scaled up or have potential for scale up will be preferred. Candidate should be a self-starter and able to mobilize and galvanize a team of innovation coordinators, consultants, technical agencies and program managers to work on and get results from innovative projects. The candidate should have good management and organizational skills. The candidate should be willing to travel often to project sites and for interaction with various stakeholders. The candidate should be able to make the entire project team work against tight timelines.
- **Familiarity with Technology and Mobile applications:** The candidate should have experience related to developing and using mobile platforms for learning and enhancement of Health and Nutrition programs at scale. Familiarity with computer and mobile application and learning management systems development will be an asset.
- **Communication:** The candidate should have excellent written and verbal communications skills in English and with a good understanding and proficiency in Hindi. Should have be able to make crisp, clear and effective concept notes, brochures, learning modules, project briefs and presentation decks.
- **Good understanding of the MNCH, FP and Nutrition programs in India** is desirable. Candidates with **any prior experience of working in Bihar and along with community institutions** will be preferred.

- The candidate should have some experience in research, including review of literature, online research, qualitative and quantitative data gathering, data analysis and report writing.

**Personal attributes**

- Exceptional communication skills and abilities, self-confidence, energy and a strong spirit of teamwork.
- Versatility to combine self-management and self-driven when working alone with productive team membership when working with the team
- Ability to plan and organize a substantial workload that includes complex diverse tasks and responsibilities.
- Sets and maintains high standards of performance for self and effectively encourages other staff to do so

**Application process**

1. All applicants to send their updated resumes along with subject line: Application Manager – Innovation and Learning
2. Share the application and cover note on [pciindiahr@gmail.com](mailto:pciindiahr@gmail.com) by 3<sup>rd</sup> May 2019.

*PCI India is an equal opportunity provider and does not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability and/or marital status. Due to heavy inflow of resumes, only shortlisted candidates will be contacted.*