



**Tata Institute of Social Sciences**  
(Declared as a Deemed to be University under Section 3 of the UGC Act, 1956 a  
grant -in-aid Institute under Ministry of Education, Government of India)  
V.N. Purav Marg, Deonar, Mumbai 400088



**Project Description:** - Saksham - Targeted intervention and programme evaluation is a three-year project as sub-recipient to NACO and is funded by the global Fund. The project has two components; first includes evaluation of Targeted Interventions (TI) and Link Worker Schemes (LWS), build capacities of the evaluators and to coordinate evaluations of all TI and LWS projects under NACP. Second component includes design and conduct concurrent and mid-term evaluation of select programmatic interventions under NACP.

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|---------------------------|-----------------------------------------------------------------------------------------|
| Name of the Post:         | : <b>Monitoring and Evaluation Manager, Saksham Pramaan</b>                             |
| Location                  | : <b>Mumbai</b>                                                                         |
| Duration                  | : <b>Till 31<sup>st</sup> March 2027</b>                                                |
| No. of Position           | : <b>One</b>                                                                            |
| Remuneration CTC          | : <b>Up to Rs. 1,04,186/- per month.</b>                                                |
| Application Link          | : <a href="https://forms.gle/WxCYqqhRxrKurqpt6">https://forms.gle/WxCYqqhRxrKurqpt6</a> |
| Last date of Application: | : <b>15<sup>th</sup> August 2024</b>                                                    |

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**Terms of Reference for the position Manager (Monitoring and Evaluation), Saksham Pramaan**

- Conceptualize, develop detailed Monitoring and evaluation framework for the project
- Document all programme activities and prepare quarterly/semiannual report on indicators as per programmatic requirement
- Design reporting format for TI evaluations and tools to extract data from evaluations into Management Information Systems
- Monitor progress of each of the partner organization for TI evaluation and provide feedback on performance. Appraise Project Director about challenges or bottlenecks on the basis of data
- Assist Project Director in designing study protocols especially the data flow, data quality and monitoring of research activities
- Design information systems for each of the programmatic evaluation
- Conduct analysis of data & Plan and undertake training for the research staff.
- Assist Project Director in preparation of all documents in both components of the project including the research project report
- Assist Project Director in disseminating research results through organizing dissemination meetings, publications and presentations
- Travel as per the programme requirement & any other task assigned by the Senior Programme Manager, Saksham

### SKILLS AND ABILITIES

- High level of commitment and integrity and ability to work independently
- Excellent verbal and written communication skills in English
- Quantitative & Qualitative analysis.
- Proficiency in data analysis and familiarity with analytical applications such as SPSS, Atlas Ti, MS-Office.

### DESIRED QUALIFICATIONS & EXPERIENCE

- PhD or Masters in Psychology/ Social Work/ Population Studies/Public Health/ Counseling and allied fields
- Minimum 5 years working experience in research projects or as independent researcher or monitoring and evaluation in the field of HIV/ TB and health sector.

### NOTE:-

- Peer-reviewed publications in the area of public health and allied fields
  - Knowledge of National AIDS Control Programme and programmatic evaluations
- Kindly apply through Google form, the link :- <https://forms.gle/WxCYqqhRxrKurqpt6>**
- **Only shortlisted applicants will be called for the Interview.**



Prof. Shankar Das  
Project Director  
Saksham Pramaan.