**Title**

Sr. Program Associate – HPSR

**Scope of Work**

* Coordinate activities of the fellowship program to ensure objectives of the India HPSR Fellowship are met
* Coordinate development of teaching content with the faculty and ensure its timely deliverable to the fellows
* Monitor progress & performance of the fellows during the fellowship program
* Coordinate and follow up with the fellows on course related matters
* Actively support HPSR Secretariat in planning and coordination of activities during the different phases of the program
* Support conceptualization & development of HPSR driven research initiatives and other practitioner capacity building programs as per requirement & future needs
* Publish journal articles/project or research reports as required
* Prepare writeups/materials related to program and update same on website
* Participate in HSTP reviews/discussions and contribute to developing the profile of HSTP program to be aligned with the sustainable development goals, universal health coverage and the National Health Policy 2017 reflecting key areas relevant to HPSR.
* Any other matter that is required by HSTP and agreed with the Chief Executive Officer.

*This scope of work may evolve as the work progresses, reflecting the dynamic nature of health systems and policy change in the process.*

**Reporting Supervisor:** Specialist - HPSR, HSTP

**Compensation**

An annual compensation of INR 17,00,000 (Inclusive of all indirect taxes) will be paid to the Consultant. The Consultant will generate an invoice at the end of the month along with log of the work completed. Any revision to the compensation above will be after due mutual discussion and written intimation.

**Term**

This engagement shall commence upon execution of this Agreement. The Agreement shall continue in full force and is effect from **April 17, 2023** to **March 31, 2024** and is extendable based on the review of Consultant’s performance by the Foundation and mutual concurrence on revised terms of engagement.