

Job Description for Block Coordinator- Lives Program

Position Overview:

The Block Coordinator for the Lives Program is responsible for overseeing and coordinating all activities related to the prevention, management, and awareness of non-communicable diseases within the designated block area in coordination with District Manager. This role involves collaboration with healthcare professionals, government agencies, community organizations, and other stakeholders to ensure effective implementation of Lives interventions.

Reporting: District Manager

Location: Alwar, Rajasthan

Key Responsibilities:

1. Block Level Program Planning & Implementation:

- Develop and execute comprehensive plans for NCD prevention, early detection, and management at the block level in coordination with District Manager.
- Coordinate and monitor the implementation of Lives program-related initiatives, ensuring adherence to established guidelines and protocols.

2. Community Engagement:

- Coordinate with community leaders, local organizations, and health workers to do community level screening for NCD's, raise awareness about NCDs.
- Organize & coordinate awareness campaigns like street plays in coordination with external agencies.
- Coordinate and arrange Logistics for training sessions for healthcare professionals, frontline workers, and community health volunteers on NCD-related topics.

3. Screening Camp, Follow-up and Referral:

- Coordinate with selected Health facilities for MMU screening camps.
- Coordinate with ANM & Community Mobilisers and maintain effective referral systems for individuals diagnosed with NCDs, facilitating access to appropriate healthcare services along with timely follow-up & Counselling.
- Data Management & Reporting:
- Timely Provide accurate records of block level program-related data to district team.
- Prepare regular reports and updates on program activities, progress for submission to higher authorities.

4. Collaboration and Networking:

- Foster partnerships with local health facilities, government departments, NGOs, and other stakeholders to enhance the impact of program interventions.
- Participate in coordination meetings and collaborate with relevant agencies to align program activities with broader health goals.

5. Qualification and Requirement:

- Master's degree in Public Health, Health Administration, development studies or a related field.
- Prior minimum 2 years of experience in public health, healthcare management, or community development, with a focus on NCDs.
- Strong understanding of non-communicable diseases, risk factors, and evidence-based interventions.
- Excellent communication, interpersonal, and organizational skills.
- Proficiency in data management and basic computer applications.
- Ability to work collaboratively with diverse stakeholders and lead teams effectively.
- Understanding of local health systems, government policies, and community dynamics.
- Fluent in the local language(s) for effective communication with community members.

Interested candidate please share your cv at:

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