Job Title: Associate, Program (Training & Partnerships)

FMCH Vertical Component: Program Vertical

Reports to: Manager, Training & Partnerships

Position: Full-time

No. of positions : 2

Location: Mumbai

About FMCH: FMCH India(http://www.fmch-india.org) works in economically underprivileged communities to provide full access to Preventative Health and Balanced Nutrition. We dream of a world where the potential of each child is not limited by poor early health or malnutrition.

About the Program Vertical: The program vertical at FMCH is responsible for designing the FMCH's 1000 days program & providing training & support to onground teams for successful program delivery. It ensures scalable & modular program design through FMCH's proprietary Nutree app & training modules for mothers, field officers, program associates,managers & external partners.

ROLE SUMMARY

The Program Associate will manage the day to day of program design & training for internal team members & external partners. They will be responsible for the development, testing, rollout & continuous improvement of content modules designed for mothers, field officers & associates. They will also ensure that the Nutree app content is up to date based on evidence & on-ground needs.

RESPONSIBILITIES

Module Design & Development
1. Develop, test & rollout program protocols, modules & materials by working closely with experts & internal team members.
2. Provide technical input into Nutree Apps Protocols & create model decision trees & IEC Materials on Nutree App
3. Manage development of decision trees & IEC Materials on Nutree App through interns or internal team members
4. Continuously improve protocols & modules by conducting on ground visits, looking at data & collecting feedback from internal team members & external partners.
5. Stay up to date about national & global innovations, trends & best practices in health and malnutrition

Training Delivery & Support

1. Understand & define needs of field teams & partners (as needed) to conduct successful 1000 days programs
2. Develop training modules (plans, presentations,participant resources) aligned to evidence based best practices in maternal & child nutrition.
3. Deliver training to internal team & external partners (as needed) to conduct successful 1000 days programs
4. Monitor & drive on-ground adoption of FMCH's program philosophy by reviewing data & resolving issues of field teams through periodic meetings
5. Support managers with onboarding & training of new team members

SKILLS & QUALIFICATIONS

- In-depth knowledge of nutrition specifically community nutrition and MCH with a passion for public health.
- Strong verbal & written communication skills with the ability to distill and simplify information in English & Hindi
- Competent in training design & facilitation.Prior experience is preferred but not mandatory..
- The ability to plan work, problem solve and meet deadlines in an uncertain, fast-paced environment
- Proficiency in Word, PowerPoint, Excel & G Suite
- Readiness to travel within and outside Maharashtra

Remuneration: 3.00-3.6 LPA CTC (based on experience)

Hiring Process :
1. Email of interest : Send your CV & 2 work samples to contact@fmch-india.org keeping bhagyada.j@fmch-india.org in cc. The work samples can be training materials or presentations you have created in the past.
2. Phone Interview : Depending on your email, we will call you for a preliminary interview
3. Pre-work : Depending on the interview, we will share pre-work which you need to complete within 48 hours
4. Interview with Manager : Depending on your pre-work, we will call you for an in depth technical interview based on but not limited to the pre-work.
5. Interview with Director/CEO : Based on the technical interview you will have a final chat with FMCH Director/CEO

A typical recruitment process for this role takes about 2-4weeks. Immediate joining.