

No: IIPHS/2021/Ads/1/54/83

Date: 30<sup>th</sup> Sep 2025

**Position:** Field Coordinator  
Number of posts: 1  
Location: West Garo Hills Districts  
Duration of Position: 1 year (extendable)

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### About IIPHS:

The Indian Institute of Public Health Shillong (IIPH-Shillong) is a Northeast regional institute of public health. It was established in 2015 by the PHFI in collaboration with the Government of Meghalaya to redress the limited institutional and systems capacity in public health in the North East Region of India. IIPH-Shillong is an autonomous educational & research institute of the IIPH Shillong Society, registered under the Meghalaya Society registration Act of 1983.

### Project Title and Brief:

***“Health system strengthening and community engagement to establish a model for Community-based Management of Acute Malnutrition (CMAM) in Meghalaya”***

The Government of Meghalaya has invested heavily in infrastructure and staffing, with the state having nearly 6000 Anganwadi centers and over 10,000 Anganwadi workers and helpers. This project, funded by the Sachin Tendulkar Foundation, intends to create a model for CMAM that will ensure the effective and maximal use of these resources as well as appropriate access to Nutrition Rehab Centers (NRC) and the engagement of the community in the care of sick children. The specific interventions to include in the model have been gleaned from research and prior examples currently being proven effective in India. A largely cited resource in the selection of these specific interventions has been Niti Aayog’s compendium of state-level approaches and practices to community-based care and management of acute malnutrition which details eleven thematic areas for focus in the development of a state CMAM program. These thematic areas have been incorporated into the planned model, resulting in a proposed ten-pronged, multi-sectorial, collaborative model.

This pilot of the Meghalaya CMAM Model will be rolled out in selected blocks of the three districts, which have a substantial prevalence of moderate and severe wasting, acknowledging the diversity of ethnic and demographic groups in the state. This pilot program would allow the state to test-iterate-and-improve a program design for linking the CMAM and NRC program. As there is currently no program for community-based management of children with MAM and Uncomplicated SAM in Meghalaya, this project will work from the ground up with stakeholders to propose and develop the program design for convergence of CMAM and NRC guidelines (in consultation with GoM).

The success of this project, **the development and implementation of a Meghalaya CMAM Model**, will be judged on its effectiveness to reduce the development of malnutrition in all children under-5 as well as those specifically at-risk (defined by WHO). An additional outcome will be the effectiveness of the model in improving the time to resolution of malnutrition in both risk and non-risk groups. These two key outcomes will be evaluated using a cluster randomized study design in order to provide definitive recommendations as to the effectiveness of the CMAM Model.

In addition, implementation related measures of the project such as the reach of the intervention, the level to which it is adopted and the fidelity with which the model is applied, and certain indirect predictors of sustainability will also be evaluated. Finally, qualitative measures such as community awareness, satisfaction of end-users and the improvement of AWW/ANM capabilities and confidence in carrying out their duties will be clarified.

## **Qualifications:**

### **Essential:**

1. Master's Degree in Nutrition, Public Health, Social Work or a related health discipline from a recognized university/institute
2. OR Bachelor's Degree in Nutrition, Public Health, Social Work, or a related health discipline from a recognized university/institute with 2+ years work experience in the health system or executing community-based projects, ideally in the same sector (e.g., public health, research, social work).

### **Desirable**

- Experience in leading a team of 2-3 subordinates
- Strong ability to organize resources, tasks, and timelines efficiently.
- Ability to adapt quickly and efficiently to the project's needs is crucial.
- Accuracy in maintaining documentation, tracking progress, and ensuring compliance with project goals.
- Ability to work independently with minimal supervision, especially in a fast-paced environment.
- Proficiency in both written and oral communication in the local language and English.
- Experience in conducting field research and data collection
- Ability to prepare written activity reports
- Demonstrated excellent communication skills, both written and verbal.
- Proficient in data entry and data handling work
- Capability to work independently in field settings, showcasing resilience, adaptability, and strong problem-solving skills.

## **Roles and Responsibilities:**

- a) Work closely with health system actors and project staff to coordinate and execute project activities in designated areas
- b) Conduct field surveys and interviews in designated communities or target populations following established research protocols and methodologies.
- c) Travel to field sites to supervise, collect and record data appropriate to the project's specific objectives, maintaining a high standard of accuracy and consistency.
- d) Coordinate survey logistics, including scheduling, mapping out survey locations, and managing transportation arrangements.
- e) Review and edit data to ensure completeness and accuracy of information; follow up with subjects to resolve problems or clarify data collected.
- f) Proactively identify and address any challenges or deviations from the research protocol during field activities, ensuring swift resolution of implementation issues.
- g) Provide regular progress updates to the Project Coordinator and participate in team meetings to discuss study outcomes, challenges, and potential modifications to the research approach.
- h) Take initiative in troubleshooting and problem-solving, addressing any unforeseen issues that may arise during fieldwork promptly.

## **How to Apply:**

1. Interested candidates may upload the required data in the Google form [link](#)
2. **Last date for receipt of application: 8th October 2025**

## **CV Format:**

1. **Full Name, address, and contact details (including email and phone number).**
2. Educational qualifications – Diploma/degree/s, year, and institute qualified from.
3. Language skills (spoken, written skills), Software skills.
4. Work experience (position/job title, organization, duration) if none please state NIL.

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5. Research experience and Publications (if any).
6. Referees (two persons who you have worked or trained under).
7. Any other relevant information.

**General Instructions:**

1. The Institute reserves the right to withdraw any advertised post at any time without giving any reason.
2. Mere eligibility will not entitle any candidate for being called for interview. In case the applicants are more in number; a Screening Committee shall short-list the most suitable candidates to be called for the interview.
3. Candidates must ensure before applying that they are eligible according to the criteria stipulated in the advertisement. If the candidate is found ineligible at any stage of recruitment process, he/she will be disqualified and their candidature will be cancelled. Hiding of information or submitting false information will lead to cancellation of candidature at any stage of recruitment.
4. Only shortlisted candidates will be called for interview. Shortlisted candidates, called for interview, will bear the expenses on travel and stay.
5. The Institution reserves the right to reject any application without assigning any reason whatsoever.
6. The Institute reserves the right to Revise/Reschedule/Cancel/Suspend the recruitment process without assigning any reason. The decision of the Institute shall be final and no appeal shall be entertained.
7. Any corrigendum/changes/updates shall be available only on Institutes website:  
www.iiphs.ac.in.
8. The candidates are required to bring with them copies of all relevant testimonial documents self-attested along with the original certificates at the time of interview.
9. Applications that are incomplete and/or unsigned will be summarily rejected.
10. The decision of the Institute in all matters relating to eligibility, acceptance or rejection of applications, mode of selection and conduct of examination/interview will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection from any individual or his/ her agency.
11. Applications received after the prescribed date will not be entertained.
12. Canvassing in any form and or/bringing in any influence political or otherwise will be treated as a disqualification for the post.
13. Minimum Educational Qualifications; applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement.
14. Candidates must be in sound bodily health. They must, if selected, be prepared to undergo such medical examination and satisfy such medical authority as Institute may require.
15. The competent authority reserves the right to extend the closing date for receipt of applications and also reserves the right to postpone/cancel the recruitment exercise

Sd/-

Dr. Tiameraen Jamir

Registrar

Indian Institute of Public Health Shillong

Lawmali, Shillong - 793001