

India HIV/AIDS Alliance (Alliance India)

invites talented professionals to consider joining our team in New Delhi

Officer: Strategic Information (Research, Learning & Innovation) (full-time)

About Alliance India:

India HIV/AIDS Alliance (Alliance India) is a diverse partnership that brings together committed organisations and communities to support sustained responses to HIV in India. Complementing the Indian national programme, we work through capacity building, knowledge sharing, technical support, and advocacy. Through our network of partners, we support the delivery of effective, innovative, community-based HIV programmes to key populations affected by the epidemic.

Alliance India works through NGO and CBO partners to support efforts that sustainably impact HIV. We place communities at the center and work to ensure that vulnerable and marginalised people are meaningfully involved in all aspects of our response, including sex workers, men who have sex with men, people who inject drugs, transgender individuals, and people living with HIV. Our programming and policy efforts are driven by evidence of what works; quality and accountability are core priorities in our interventions, technical support and grant management.

We are certified as a “Great Place to Work” a coveted certification that endorses and promotes a high-trust, high-performance work culture.

To learn more about our organisation, please visit our website: www.allianceindia.org

Summary of Responsibilities:

The Strategic Information Officer (Research, Learning & Innovation) will be working as part of the Strategic Information team and will be providing support to the programme team in deep-driven analysis of data for programme improvisation and conceptualising innovative programming at the field level.

The person will analyse the large volume of data accumulated through our programme implementation by applying statistics, modelling, etc. and contribute to improving the programme's efficiency. The person will also support the Strategic Information team in finalising donor reports by doing data quality checks and narration. The Strategic Information Officer will also closely coordinate with the team to develop customised templates for data collection and various reporting purposes. The person will take the lead in evaluation and research studies and ensure they are managed effectively. The person will also support the programme team in disseminating innovative outcomes of programmes derived through data analysis, thus increasing the programme's visibility.

Specific responsibilities of the position are outlined below:

- Perform deep-dive analysis to understand and optimize the key program performance indicators.
- Responsible for handling and integrating large volumes of data from various sources.
- Collaborate with cross-functional teams and partners to understand their needs and formulate and complete end-to-end analysis, including data gathering, analysis, ongoing scaled deliverables, and presentations.
- Through analysis, identify emerging areas of gaps or possibilities of innovation within the programme.
- Support the research and evaluation activities, utilizing the existing data under the program and generating and providing evidence in priority areas to support improved program implementation and advocacy.
- Responsible for deep analysis of data (by applying statistics, modelling, and such newer technologies) to identify the impact and reach of the programme and suggest the outcome of such analysis for increased effectiveness and further scale-up of the programme.
- Conduct innovative/ operation research in the thematic area and prepare reports such as cost-effectiveness/ efficiency analysis etc.
- As and when required, support the rest of the Strategic Information team members in data analysis and preparing feedback to partners to enhance the quality of the programme and maintain up-to-date and accurate records on MIS data and programme indicators.

- As and when required, support the Strategic Information team members in analysing and reporting Data Quality Assessment exercises to monitor the quality of data.
- Analyse and provide strategic input to the program team and management on the plan of action; Design, develop and deliver high-quality visualization and information materials.
- Responsible for developing cutting-edge research proposals/concept notes for various donors and identifying potential donors/ avenues for collaboration for conducting such studies.
- Support the Strategic Information team in designing and delivering high-quality visualization and information products like scorecard metrics from community feedback, etc.
- Disseminate research and program learning through presentations and publications at national, regional, and global levels.
- Contribute program learning to Alliance India communications and knowledge management initiatives, ensuring the promotion of best practice recommendations within Alliance India and to external organizations.
- Complement the activities of other departments within the team and provide support wherever required.
- Strictly follow the organisational work plan and individual activity plan, ensuring adherence to quality and timeliness in required deliverables.
- Maintain a positive working relationship with the community, partner organisation stakeholders, etc., upholding the organisational mission and commitments.

Qualification/Education

- Master's degree in statistics, Demography, Social Science, public health or development field computer science or Information Technology (or equivalent)

Experience:

- Candidates with a proven track record of research and learning across multiple diseases and health issues.
- 3 to 5 years of relevant monitoring and evaluation experience in the development sector in the health domain
- Strong knowledge of advanced MS Excel and working experience on data analysis software packages like SPSS/ R/ Stata
- Proven experience in quality literature review, developing research proposals and its implementation.
- Experience in data mining and big data analysis and its interpretation.
- Experience providing technical support to capacity-building organisations, especially those working at the community or grassroots specifically on research capacity, primary data collection, data quality management procedures, etc.

Essential requirements:

- Strong research skills (both qualitative and quantitative)
- Ability to work effectively in teams as well as independently.
- Ability and willingness to undertake travel within India.
- Strong commitment to HIV/AIDS and sexual and reproductive health and rights.
- Demonstrated skill in managing research assignments.
- Experience in collaborating with community organisations and groups to deliver excellent HIV and health related research initiatives.
- Commitment to LGBT rights and inclusion and rights-based responses to HIV and generally to the key populations affected by the epidemic.
- Proven experience developing and maintaining strong and effective relations with donors, government functionaries, media, and other stakeholders.
- Strong commitment to team-working, collaboration, consensus building and negotiation.
- Excellent narrative and articulative skills in writing and verbal communication
- Fluent in English and Hindi.
- Ability and willingness to travel approximately 30% of the time, primarily within India.

Desirable qualities/experience/skills:

- MBBS/ PhD qualification will be an added advantage
- Experience with IT implementations in public health setup.
- Understanding of GFATM reporting procedures and knowledge of donor's strategies and policies
- Knowledge of other Indian regional language(s).

- Experience working in a programme related to the most at-risk population.

The position requires a strong commitment to HIV/AIDS and Sexual and Reproductive health and civil society initiatives in India and a demonstrated interest in engaging with relevant issues.

Alliance India is an equal opportunity employer. Applications are welcomed and encouraged by people most affected by the epidemic and living with HIV and the members of the key population we work for.

As a matter of policy, **Alliance India** operates rigorous recruitment and selection procedures and checks.

The compensation package will be commensurate with qualification and experience. Interested candidates meeting the above criteria are requested to submit their application along with a cover note to recruit@allianceindia.org before the closing date. Please indicate the title of the position applied for in the subject line of your e-mail and mention your current payment details in the cover note.

India HIV/AIDS Alliance

6 Community Centre, Zamrudpur, Kailash Colony Extension, New Delhi – 110 048

Tel: (011) 4536 7700

Email: recruit@allianceindia.org

Website: www.allianceindia.org

The closing date for receipt of complete applications is 7 April 2024. Please note that we will not be able to notify all applicants. Only short-listed candidates will be notified about subsequent selection procedures.