

Alliance India is looking for Experienced personnel to associate with us as Short-term Consultant.

Job Title:	Outcome and Impact Document Consultant
Type:	Consultant/Contractual
Location:	Preferred to be Bengaluru-based
Duration:	45 Days (February to March 2025)

Introduction

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 have a sustainable impact on 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

Key Expectation:

We are seeking a **skilled Outcome and Impact Document Consultant** to support our mission of improving the lives of **children living with HIV**. You will play a crucial role in documenting the progress and outcomes of our health and nutrition projects, ensuring that the transformative impact of our work is communicated to **donors, stakeholders**, and the broader community.

As part of our team, you will analyse **quantitative data**, capture **compelling success stories**, and produce **clear, comprehensive reports** that reflect the positive changes in the lives of vulnerable children. These reports will be vital for **donor reporting, public dissemination**, and internal evaluation.

Position Overview:

We are seeking a skilled and experienced consultant to create detailed outcomes and impact documentation for our projects. The consultant will be responsible for analysing data, gathering qualitative insights, and drafting comprehensive reports that highlight the project outcomes, impact, and lessons learned.

Key Responsibilities:

Document Creation:

- Prepare detailed outcome and impact reports for specific projects, including baseline, mid-term, and final evaluations.
- Capture success stories, best practices, and lessons learned from the project.
- Incorporate qualitative and quantitative data to demonstrate the project's impact.

Stakeholder Engagement:

- Conduct interviews with project beneficiaries, stakeholders, and team members to gather insights.
- Ensure that the voices of beneficiaries and stakeholders are well represented in the documentation.

Compliance & Standards:

- Ensure the reports meet the required donor reporting standards and timelines.
- Align documents with the organization's branding and messaging guidelines.

Collaboration:

- Work closely with project managers, M&E (Monitoring and Evaluation) officers, and communications teams to ensure that all information is accurate and up to date.
- Provide drafts for feedback and incorporate inputs from relevant stakeholders.

Visual Content Creation:

- Collaborate with project teams to include infographics, charts, and other visual aids to enhance report readability and engagement.

Qualifications:

- Master's degree in Social Sciences, Public Health, or a related field.
- Proven experience in outcome/impact documentation, report writing, or M&E roles, preferably in the development sector.
- Experience in sectors such as public health, nutrition, and child welfare.
- Strong analytical skills and the ability to interpret complex data.
- Excellent writing skills with the ability to present complex information clearly and concisely.
- Experience working with NGOs, non-profits, or international development agencies.
- Familiarity with donor reporting requirements and compliance.
- Proficiency in MS Office (Word, Excel, PowerPoint) and data visualization tools.

Preferred Skills:

- Understanding of the challenges and solutions for marginalized communities.
- Knowledge of qualitative and quantitative research methodologies.
- Experience working with government or large CSR-funded projects.

Interested individuals are requested to send their detailed resumes clearly outlining their areas of expertise. The applications are to be sent to the email ID hr@allianceindia.org

Those who will be able to join on short-term notice only need to apply for the role.

The last date to receive applications is 12th February 2025