

India HIV/AIDS Alliance (Alliance India)

invites talented professionals to consider joining our team in New Delhi

Project Technical Support – II (Non-Medical)

No. of Position:	One
Location:	India HIV/AIDS Alliance New Delhi
Reports to:	Principal Investigator
Duration:	As per project timeline
Remuneration:	₹26,000 per month (All inclusive)
Age Limit:	Not exceeding 30 years

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.

About the Research:

India HIV/AIDS Alliance, in collaboration with the Indian Council of Medical Research (ICMR), is implementing a 24-month multi-state mixed-methods research study titled “Exploring the Effect of Stigma, Discrimination, and Identifying the Determinants of Healthcare Access on Mental Health Challenges Among Key Populations in India: A Mixed-Methods Study.”

The study aims to assess the prevalence and spectrum of mental health illness among key populations including Men who have Sex with Men (MSM), Transgender persons (TG), and Female Sex Workers (FSW) across multiple Indian states. The research will examine the impact of stigma, discrimination, violence, and structural barriers affecting mental health outcomes and access to mental healthcare services.

The project adopts a sequential mixed-methods approach involving large-scale quantitative surveys using the WHO FLII-11 mental health assessment tool, qualitative in-depth interviews, focus group discussions, stakeholder consultations, and policy engagement activities. The findings will contribute towards strengthening integration of mental health services within HIV and harm-reduction programmes in India and inform future policy and programmatic interventions for key populations.

Overall Responsibility

To provide technical and operational support for implementation of the mental health research project including coordination, documentation, data support, logistics, and administrative assistance

Key Responsibilities

- Support project coordination and administrative activities
- Assist field teams during data collection and monitoring activities
- Maintain project documentation, trackers, and filing systems
- Support scheduling of meetings, trainings, and stakeholder consultations
- Assist in data entry, verification, and database management
- Coordinate logistics and communication with project stakeholders
- Support procurement, inventory management, and office coordination
- Assist in preparation of reports, presentations, and documentation
- Ensure confidentiality and secure handling of project data
- Provide operational support during workshops, FGDs, IDIs, and dissemination activities

Essential Qualifications and Experience

- 12th Pass in Science + Diploma (MLT/DMLT/Engineering or equivalent) + Five years experience in relevant subject/field. OR
- Three years Graduate Degree in relevant subject/field + two years experience in relevant subject.

Desirable Qualifications

- Experience in public health or community-based projects
- Basic knowledge of research data collection and documentation
- Good communication and coordination skills
- Computer proficiency including MS Office and Google Workspace
- Experience supporting trainings/workshops preferred

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 from women, and 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.

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 salary/emolument details in the cover letter/note.

India HIV/AIDS Alliance

6 Community Centre, Zamrudpur, Kailash Colony Extension, New Delhi – 110 048
Tel: (011) 4536 7700 Email: recruit@allianceindia.org

Closing date for receipt of complete applications: 15th June 2026

Please note that we will not be able to notify all applicants. Only short-listed candidates will be notified about subsequent selection procedures. Canvassing in any form shall be result in disqualification from the recruitment process.