

India HIV/AIDS Alliance (Alliance India)

invites talented professionals to consider joining our team

Project Coordinator

(1 Position)

Location: Siaha, Mizoram

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 Project Coordinator will be working at the field level and will be primarily responsible for the prison intervention-related activities in the assigned district(s). The position will report to the State Project Manager, who will be responsible for taking care of the Prison Intervention in the assigned location in Mizoram.

Specific Responsibilities:

- Sensitize prisons and OCS officials about the health rights of inmates and the various services provided under the programme.
- Implement programme activities and achieve the programme targets in their respective P&OCS.
- Select and train Prison Peer Volunteers (PPV), so that they are able to educate and motivate prison inmates to access project services and are also able to identify inmates with high risk behaviour / vulnerabilities.
- Coordinate with district health functionaries and other stakeholders to ensure their support in providing HIV, TB, STI, HCV and HBV testing and treatment services to the inmates.
- Organise HIV, TB, STI, and HCV screening camps in coordination with local stakeholders (SA-ICTCs, DTO, DSRC, and NVHCP officials)
- Coordinate with P&OCS and district health authorities towards ensuring all inmates diagnosed with HIV, HCV, HBV, TB, and STI are initiated on treatment
- Coordinate with the PPVs towards motivating the HIV+ inmates to give consent to visit their families
- Coordinate with CLH to ensure home visits for motivating spouses and family members of HIV+ inmates to - (a) access HIV testing and treatment services, and (b) social protection services.
- Coordinate with CLH to ensure all released HIV+ inmates are adhering to treatment.
- Ensure accurate and timely submission of reports from the P&OCS to SACS.
- Complete the reporting requirements to the State level team, maintaining quality and within the timeline.
- Implement programme activities and achieve the programme targets in their respective P&OCS.
- Select and train Prison Peer Volunteers (PPV) so that they can educate and motivate prison inmates to access project services and identify inmates with high-risk behaviour/vulnerabilities.
- Strictly follow the organisational work plan and individual activity plan.

- Undertake other responsibilities not outlined above, which are commensurate with a role of this nature in the not-for-profit sector, which has been discussed and agreed upon between the line manager and the post holder.

Education

- 12th Class pass / Bachelor's degree in any stream,

Experience

- 3 to 5 years of relevant field-level experience in the Health domain at the district level.
- Specific experience working on HIV/AIDS-related programming on Prevention, Care & Support will be an added advantage and given preference. Similarly, experience working in Prison intervention programmes will also have an added advantage.
- Experience in direct programme implementation and interface with vulnerable and marginalised populations.
- Experience providing technical support to and capacity-building at the field level, especially those working at the community or grassroots level.

Essential Attributes

- Demonstrated knowledge and understanding of project management.
- Sound understanding of NGO/CBO support principles in the context of key populations' public health and human rights dimensions.
- Commitment to FSW / LGBT / IDU rights and inclusion and rights-based responses to HIV and generally to the key populations affected by the epidemic.
- Strong commitment to teamwork, collaboration, consensus building and negotiation.
- Highly passionate about his/her work with strong community engagement skills.
- Sensitive to Gender issues
- Ability and willingness to undertake travel within the assigned district(s) for an average of 50% to 70% of the time.
- Basic report writing skills.
- Fluency in the local language of the State(s) where the programme is being implemented is a must.
- Local candidates will be given preference.

Desirable qualities/experience/skills:

- Good understanding of development issues and the HIV epidemic(s) in India.
- Experience working in Global Fund supported programmes
- A good understanding of legal and ethical issues around HIV/AIDS/ KPs.
- Involved in developing advocacy strategy at the district/state/regional/national level.

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.

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, along with the State where you are applying for.

The compensation package will be commensurate with experience and qualification and in accordance with our pay structure for District-level positions. Mention your current salary 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

Closing date for receipt of complete applications: 1st September 2026. However, applications will be considered on a rolling basis. Please note that we will not be able to notify all applicants. Only short-listed candidates will be notified about subsequent selection procedures.