

## JOB DESCRIPTION

<b>Position</b>	State Program Manager
<b>Work Location</b>	Bhubaneswar, Odisha
<b>Employment</b>	Payroll

### About ARMMAN

Founded in 2008, ARMMAN is a non-profit leveraging mobile health (mHealth) technology to create scalable, cost-effective, equity-based and gender-transformative, non-linear, systemic solutions to reduce maternal and child mortality and morbidity in India. We work directly with pregnant women and mothers to improve their health seeking behaviour while building capacities of health workers at all levels to ensure efficient antenatal and childhood care, and timely diagnosis, management and referral of high-risk conditions during pregnancy and infancy.

We adopt a “tech plus touch” approach leveraging the deep mobile penetration in the country, along with existing health worker networks of the government and partner NGOs to improve health outcomes.

- Interventions implemented by ARMMAN have reached over 80M+ women and 551,003 health workers across 28 states to date
- ARMMAN has received several awards and honours including the Skoll Award for Social Entrepreneurship 2020 and MIT Elevate Prize 2021, as well as grants from Co-Impact, Google.org, USAID, and others.

### Role Overview

We are looking for the role of State Program Manager for two mhealth programs, Kilkari and Mobile Academy. Both the programs are running across 18 States/UTs of India with expansion in other states in pipeline. As State Program Manager, you will be responsible for end-to-end management of program across the states. You will be responsible for documentation, coordination and managing the program with all the teams across the organization.

### Roles and Responsibilities

- Program management and implementation of activities in accordance with the mission and vision of the organization.
- Develop and retain cordial and excellent relations with all the stakeholders involved in the programs till grassroot level, i.e., NHM officials, frontline health workers and beneficiaries.
- Organize and coordinate with state nodals on capacity building sessions, field-visits and other activities, as required.
- Meeting with stakeholders to make communication easy and transparent regarding programs’ issues and decisions on services.

- Provide strategic inputs to overall program implementation of both mHealth interventions.
- Develop monthly and quarterly plans for state/ district/ block/ site visits based on monthly performance data.
- Producing accurate and timely reporting of program status throughout the programs' life cycle.
- Implementing and managing changes and interventions to ensure program goals are achieved.
- Analyzing program risks basis data and propose mitigation strategies to the organization.
- Collect case studies from the fields.
- Support other team members in research work, technical implementation of activities/UAT and MIS analysis.

### **Qualification & Skills**

- Demonstrated ability to multitask.
- Attention to details for further follow-up in the program.
- Ability to produce documents and coordinate activities independently.
- Ability to multitask and work in a multidisciplinary team.
- Able to manage/prioritize work from several sources.
- Ability to handle a variety of assignments under pressure of deadlines.
- Excellent organizational skills required.
- Excellent English and Hindi communication skills.
- Proficiency in computer skills, particularly MS - Office.
- Willingness and flexibility to work on a wide range of tasks and travel up to 30% of time.

### **How To Apply**

- Interested candidates please send the application with your updated resume to [careers@armman.org](mailto:careers@armman.org)
- Please use "State Program Manager-Odisha" as the subject line for the application mail