



Job Description- Health Supervisor

Job Responsibility

He/She will be trained persons with experience in this field and will regularly visit the field and give guidance to other staff and people. Supervisor will monitor the work of the instructors, He/she also will have the responsibility of keeping contact with the district administration and the local NGOs for networking and advocacy regarding the Project Safe Motherhood for Community Mobilization.

- To monitor and implement the project in 2 blocks; Dobhi and Baragaon
- To coordinate with field staff to implement the activities in both blocks related to health project reducing maternal mortality.
- Coordinate and monitor the activities implemented in the targeted locations to improve the reproductive health of pregnant, lactating mothers and adolescent through education, training and awareness programs.
- Coordinate the training programs to be conducted in the field related to subjects like Women Educated on Mensural Health Management (MHM), Anemia, Nutrition, Gender & Equality, Sexually Transmitted Infection (STI) & Reproductive Tract Infection (RTI), WASH and Reproductive Health Management.
- Coordinate with field staff for the linkages related to government health systems for preventive and curative health services.
- Coordinate with field staff in the formation of Village Health Sanitation Committee and SHGs.
- Coordinate to implement the awareness programs and activities linked to the beneficiaries directly timely as per the Gantt-Chart such as;
 1. Capacity Building of women & adolescents on Gender & Justice through one-day seminar
 2. International Women's Day Celebration
 3. Girl Child Day Celebration
 4. Street Plays
 5. Movie Screening on social issues & reproductive health
 6. Health Camps
 7. Mandatory self-examination of breast cancer
 8. Referral for HIV tests
 9. Family Planning through counselling
 10. Training on WASH and its practices through demo session
- To mobilize and motivate the villagers.
- To maintain attendance register and records the events chronologically.
- To plan, organize and conduct village level meetings.
- To assist in planning organize and conducting various training programmes.
- To submit monthly progress report to project coordinator.
- Coordinate to conduct PRA in 30 villages.



- To maintain good rapport with villagers.
- To be sensitive towards social problems.
- To closely monitor health and hygienic aspect and make aware the villagers about it and to carry out the other duties and responsibilities as and when according to the need of the organization.