



Job Title: Program Executive
Location: Madhya Pradesh
of positions: 2 open positions
Reporting to: Senior Coordinator – Programs & Trainings

Ipas Development Foundation (IDF) has been working in India since 2001 to improve the sexual and reproductive health ecosystem in the country. In close collaboration with the national government and formal partnerships with state governments, we work in communities and with the public and private health systems to enhance access to sexual and reproductive health services, particularly comprehensive abortion care, and choice-based contraception.

Visit us at: www.ipasdevelopmentfoundation.org

Who are we looking for?

We are looking for proactive and committed individuals with knowledge of family planning services and experience working at the district level. The ideal candidate should be passionate about improving access to quality reproductive health services and strengthening public health systems.

The ideal candidate should:

- Be a graduate with 1–2 years of experience in public health, family planning, maternal health, or community development programs.
- Have knowledge of family planning services and experience working with district health systems and government stakeholders is desirable.
- Possess strong communication, coordination, and facilitation skills.
- Be willing to travel extensively within the assigned geography.
- Have proficiency in the local language and working knowledge of Microsoft Office.

What would you be expected to do?

As a Program Executive, you will:

- Support District Family Planning Nodal Officers in planning and rolling out *Antara* trainings and ensuring participation of untrained service providers.
- Organize and facilitate VCAT sessions for frontline workers.
- Support IEC and community mobilization activities, including Saas Bahu Sammelan and Newlywed Package Kit.
- Conduct field visits to monitor and strengthen the implementation of project interventions.
- Develop and support learning sites in selected intervention geographies.
- Assist in other project-related activities required for effective implementation.

What is it like working for IDF?

We are proud of our thriving work culture and strive to remain the best in terms of employee-friendly policies, women-friendly work environment, and opportunities for learning. We have been rated among India's Best NGOs to Work For by the Great Place to Work Institute since 2017 and have been recognized as a Social Impact Icon. We have also been placed thrice in the elite list of India's Great Mid -size Workplaces and recognized as India's Best Workplaces for Women three times in a row.

To apply:

Interested candidates with relevant experience may email their CV, covering letter (along with current/ last-drawn salary and expected salary) to **hr-india@ipas.org** by June 30, 2026.

Candidates are encouraged to apply at the earliest. Please note that due to the urgency of the position, applications will be reviewed on a rolling basis, and interviews may be scheduled prior to the closing date. Further, please note that only shortlisted candidates will be contacted.

Please note:

- IDF management reserves the right to modify the contents of this position description at any time.
- IDF is an Equal Opportunity Employer.
- IDF's recruitment and selection procedures reflect the organization's commitment to the safety and protection of children in the organization's programs. All employees & consultants are expected to uphold this commitment.
- IDF encourages applications from women and gender-diverse candidates.