

ToRs Population Monitoring and Tracking Unit (MTU)

	Position in PC-I	No. of Vacancy	Minimum Qualification / Experience and TOR's
1.	Unit Head/ Team Lead MTU (PPS – 12), Islamabad	01	Qualification: Master's degree in Public Policy, Management, Finance, Public Health, or any related field Strong written communication in English; ability to produce PM-level and cabinet-quality policy briefs Demonstrated competence in results-based management and performance framework design. Well acquainted with the deliverology model Experience: Minimum 12 years of experience out of which atleast 5-7 years are in development planning at senior position. Health/Population sectors will be preferred Prior experience working with govt, delivery unit, international organization or equivalent is preferred Experience engaging development partners and donors at a senior level will be preferred Purpose: Lead the unit's day-to-day operations and serve as the principal analytical advisor to the Member (PHN). Synthesize population and health data into actionable intelligence for senior policy leadership. Own the unit's results framework and serve as the primary interface between the Planning Commission and federal and provincial entities, development partners and line ministries. Key Responsibilities: Formulating and refining policies based on research findings, best practices, and emerging trends. Conducting or overseeing research projects to gather data, analyze trends, and evaluate policy effectiveness. Assisting in the practical application of policies, ensuring they are effectively implemented and adhered to. Tracking the progress and impact of policies, measuring performance against goals, and reporting on outcomes. Contributing to the development of strategic plans and goals, ensuring alignment with policy objectives. Communicating with various stakeholders, including policymakers, researchers, and the public, to gather input and disseminate information. Lead preparation of PM-level and ministerial briefs on population, health and nutrition. Develop and update multi-year roadmaps for fertility transition and PHN sector targets aligned with the 5-year plan and MTBF. Own unit's results framework; design milestone-based accountability mechanisms for population indicators and conduct the quarterly review cycle across provinces and line ministries that will feed into a main review meeting with PM. Coordinate structured engagement with UNFPA, WB, WHO, FCDO, GIZ, Global Fund etc and other development partners Manage the unit workplan, quality-assure all outputs and supervise the rest of the positions. Any other work assigned by Member Population, Planning Commission Salary: Fixed salary package of Rs. 1,050,000/- per month for PPS-12. The aforementioned pay will be subject to a source deduction of income tax and any other taxes applicable from time to time. Annual increment as admissible to Project Pay Scales under the rules in line with the Standard Pay Package of Finance Division's OM No. 4(9)R-114/2024 dated 5th March, 2026. Any revision in the approved Project Pay Scale/package by the Finance Division shall be applicable as admissible.