



**TATA MEMORIAL CENTRE
[TATA MEMORIAL HOSPITAL]
H.R.D. DEPARTMENT**

(Grant-In-Aid Institute of Department of Atomic Energy, Government of India)

Ref. No. TMC/AD/154/2026

01.09.2026

**APPLICATION ARE INVITED FOR THE POST OF
COMMUNICATION AND PARTNERSHIP MANAGER
NATIONAL CANCER GRID – KOITA CENTRE FOR DIGITAL ONCOLOGY
(NCG-KCDO)**

ABOUT NATIONAL CANCER GRID (NCG)

The NCG is a network of major cancer centers, research institutes, patient groups, and charitable institutions across India with the mandate of establishing uniform standards of cancer care with initiatives for prevention, diagnosis, and treatment of cancer; providing specialized training and education in oncology; and facilitating collaborative basic, translational, and clinical research in cancer with a commitment for data sharing. Currently, NCG has more than 380 member centers, including some of the largest cancer hospitals in the country. Together, NCG hospitals support over 60% of cancer patients across India.

ABOUT KOITA FOUNDATION (KF)

Koita Foundation (www.koitafoundation.org) is a not-for-profit organization focused on driving Digital Health and NGO Transformation. In 2021, KF partnered with IIT Bombay to establish the Koita Centre for Digital Health (www.kcdh.iitb.ac.in). In 2022, KF partnered with Tata Memorial Centre and NCG to establish the Koita Centre for Digital Oncology (www.kcdo.in). In 2024, KF partnered with the Research Society for the Study of Diabetes in India (RSSDI) to establish the Koita Centre for Digital Diabetology ([KCDD](http://www.kcdd.in)). KF is working on multiple Digital Health initiatives on a national scale, e.g., supporting national roll-out of ABDM (www.abdm.gov.in), supporting NABH (www.nabh.co), India's large accreditation body for hospitals, with their Digital Health initiatives.

ABOUT KOITA CENTRE FOR DIGITAL ONCOLOGY (KCDO)

The Koita Centre for Digital Oncology (www.kcdo.in) was established about 2.5 years ago and has made significant progress towards its vision of accelerating the use of digital health tools to improve cancer care across NCG and NCG hospitals. Key focus areas of KCDO include enabling digital capacity building, improving cancer care access and quality, and advancing research and innovation.

BACKGROUND AND CONTEXT

Cancer care is changing rapidly worldwide, and using digital tools and technologies is key in driving this change, improving quality, access, and cost of care. Digital technologies are used across the entire patient journey—screening, diagnostics, treatment, home care, and survivorship. Digital technologies are being used for cancer care to:

- Provide tools for clinicians (incl. clinical decision support, evidence-based guidelines, image analytics & AI/ML, personalized medicine)
- Enable integrated care for patients (incl. cancer screening, telemedicine, remote monitoring, medication adherence, patient engagement, and patient education)
- Track quality of care delivery (clinical quality metrics, patient-reported outcomes)
- Share data, patient care, and best practices across health facilities (incl. data interoperability and disease registries)
- Engage with companies to build/test new solutions (incl. research, clinical trial automation, patient matching, real-world evidence, AI/ML)
- Collaborate with insurance companies and the government (incl. health policy, reimbursements)

KEY FOCUS AREAS

- **Clinical Decision Support:** NCG-KCDO is supporting the development of clinical decision-making tools that can help clinicians with better information at the point of care in making clinical decisions, such as Synoptic Reporting for Pathology, NCG Clinical Guidelines automation for driving standardization in care, and Virtual Tumor Board Library for training and treatment planning.
- **Teleconsultation Initiative:** NCG-KCDO is launching two pilots at TMH that will facilitate teleconsultation calls with cancer patients using an oncology-specific telemedicine platform with an assisted model where a junior doctor will provide a case summary to the oncologist to improve the efficiency of such calls and design the operating model for a national-scale teleconsultation solution across the NCG network.

- **Web/Mobile Apps:** NCG-KCDO is working on developing (a) the NCG Patient App, a comprehensive resource for patients and the general public to learn about cancer prevention, detection, and care across every stage of the cancer journey, and (b) the NCG Connect App, a comprehensive resource for NCG centers and doctors to collaborate and exchange information across a broad range of topics.
- **AI/ML Initiative:** NCG-KCDO is working on developing a comprehensive framework to advance oncology innovation through AI-ML solutions that will help promote the use of proven AI-ML solutions across NCG hospitals, accelerate the development of new AI-ML solutions by health tech companies, and transform cancer care by leveraging AI-ML technologies.
- **EMR Initiative:** NCG-KCDO published detailed oncology EMR requirements and empaneled 6 national-scale HMIS/EMR vendors that have customized their products to meet the unique needs for oncology. NCG also launched a support program—LEAP (Leading EMR Adopter Program)—for eligible hospitals to receive partial funding towards the cost of implementing the NCG EMR. The team is working on interoperability to enable electronic transfer of patients’ health records from one hospital/doctor to another for continuity of care, as well as on standardizing reporting and analytics for operational and clinical performance metrics.

EXPECTED ROLE

A. Communications & Partnerships Manager – Role & Responsibilities

The ideal candidate will play a crucial role in driving communications efforts for KCDO and our partners, building and maintaining relationships with other foundations/ corporate CSR teams, and supporting communication and PR efforts of KCDO and KCDO partners.

KCDO partners include:

- Government organisations (e.g., NABH)
- KCDO vendors (incl. consulting firms, technology vendors, content dev firms, and marketing / PR firms)

Communications & Partnerships Manager - Key Responsibilities:

1. Content Development and Brand Management

- Maintain a unified visual identity and ensure adherence to KCDO’s brand guidelines.
- Create collaterals brochures, presentations, videos, infographics, social media visuals
- Manage vendors, designers, and content creators.
- Develop and disseminate biannual newsletters capturing KCDO’s milestones, impact stories, and partner highlights.

2. Drive Digital & Media Presence:

- Develop and implement KCDO’s overall communication and media strategy to enhance visibility and alignment across initiatives.
- Manage KCDO’s website, LinkedIn, and other digital assets; ensure timely content updates.
- Build media relationships and manage press coverage for key announcements, events, and collaborations.
- Support outreach efforts of KCDO partners

3. Support Engagement with the Ecosystem

- Maintain strong database of ecosystem players such as government representatives, health tech partners, hospitals, clinical experts etc. on internal CRM platform
- Design periodic engagement updates or virtual meetups to strengthen volunteer connection and participation.

4. Plan & participate in Events and Partnerships

- Plan and manage communication for flagship events like launch of new initiatives etc.
- Keep a track of relevant seminars, conferences, other events in DH. Track conferences / event for speaking and networking opportunities for KCDO and KCDO Partners.
- Support KCDO leadership in preparing communication briefs, talking points, and post-event summaries for visibility.
- Managing/coordinating for various NCG events

Industry Experience and Qualifications

- Bachelor's degree in a relevant field (e.g., Marketing, Communications, Nonprofit Management)
- 7 + years of proven experience in marketing, partner management, fundraising, or related fields
- Strong capabilities in Marketing including website, content development, social media
- Very strong hand-on capability in content development tools e.g., PowerPoint, Canva, Adobe
- Strong partner management and fundraising experience (preferred)
- Exceptional English writing and communication skills
- Self-driven - Ability to work autonomously
- Strong team player - collaboratively within KCDO and with KCDO Partner teams

COMPENSATION: Will be commensurate with the qualification and experience of the candidate.

JOB-LOCATION: MUMBAI.

GENERAL CONDITIONS:

- 1) **Following important points:**
 - a) **Last date for submission of application is 30.09.2026.**
 - b) Candidates must send their resume to **ncgkcdo@tmc.gov.in** only. No hard copy of the application will be accepted. Application received after due date will not be considered.
 - c) Candidates will be screened based on the information provided by them in their resume.
 - d) Tata Memorial Centre reserves the right to restrict the number of candidates called for the interview to a reasonable limit, based on qualification and experience of the applicants. Fulfilling the prescribed qualification may not entitle an applicant to be called for an interview.
- 2) Tata Memorial Centre also reserves the right to not call a candidate for an interview without assigning any reason thereof.
- 3) All outstation candidates are required to make a note that accommodation will not be provided.
- 4) The applicant must possess a valid email ID. All correspondence with the applicant will be done through email only. Information regarding the date of interview will be provided through email to the eligible candidates only. Responsibility of receiving, downloading, and printing of related documents will be of the candidate. Tata Memorial Centre will not be responsible for any loss of email sent, due to invalid/wrong email ID provided by the candidate or delivery of email to spam/bulk mail folder etc.
- 5) Internal candidates need to submit NOC from their current HOD/Principal Investigator.
- 6) For further enquiry kindly contact on: **022-24177000** Extn: **6893** or email to **ncgkcdo@tmc.gov.in**.

(BENNY GEORGE)
DIRECTOR, ADMIN (HRD), TMC