



NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ
(Ministry of Rural Development, Government of India)
Rajendranagar, Hyderabad – 500030.

Advt. No.21/2021 (No. NIRDPR/CPR/AKB/People'sPlan/UT/2018)

National Institute of Rural Development & Panchayati Raj is an autonomous Institution for research and training under the Ministry of Rural Development, Government of India. The Institute invites applications for the position of **Consultant** on **contract basis** in the Project "**Capacity Building & Training and Handholding to Panchayat Raj Institutions (PRIs) for effective formulation of GPDP under People's Plan Campaign in the Union Territories**" in Centre for Panchayati Raj, Decentralised Planning & Social Science Delivery (CPRDPSSD), NIRDPR.

The **Consultant** will provide support to the Associate Professor in-charge of the Project in CB&T and enablement of quality GPDP, BDP and DDP in the project areas – Andaman & Nicobar, Puducherry, Dadra Nagar Haveli & Daman Diu, Lakshadweep and Ladakh.

Qualifications

1. Post Graduate in any discipline from any recognized University
2. Minimum Academic Standards 50% Marks from secondary to post graduation levels
3. Sound knowledge about structure, function, roles and responsibilities of Gram Panchayats.
4. Proficiency in Capacity Building and Participatory Training, Participatory Planning, Mentoring and monitoring.
5. Proficiency in writing and speaking in English and Hindi, Particularly development of learning materials and support of preparation of Gram Panchayat Development Plan (GPDP) in Hindi.
6. Keenness to undertake extensive travel in the UTs
7. Soft Skills including proficiency in MS Office (At least word, excel and power point)

Job Responsibilities:

1. To provide support to the Associate Professor in-charge of the Research Project in CB&T and enablement of quality GPDP in the project areas – Andaman & Nicobar, Puducherry, Dadra Nagar Haveli & Daman Diu, Lakshadweep and Ladakh.
2. To conduct Training of Trainers on institutional strengthening of GPs and enablement of quality GPDPs.
3. To provide guidance and hand holding support to the Trainers and facilitators in developing institutional capacity of the GPs and preparation of quality GPDPs.
4. To document good practices from the project areas in GP functioning and quality GPDP
5. To monitor the progress of work and engage in need based interventions to solve problems.
6. To prepare quality report on the entire project in both English and Hindi.
7. To visit physically the project areas- Andaman & Nicobar, Puducherry, Dadra Nagar Haveli & Daman Diu, Lakshadweep and Ladakh for conducting Capacity Building & Training programmes and extending handholding support to the Elected Representatives and Functionaries of PRIs for preparation of quality Gram Panchayat Development Plan, Block Development Plan and District Development Plan.
8. To impart training for preparation of Citizen Charter by the Gram Panchayats of UTs.

Experience: Ten Years first-hand experience of having worked for – CB&T on institutional strengthening of GPs; enablement of Quality GPDPs; Conduct of Training of Trainers on the subject mentioned above; development of learning methods on the said subjects; preparation of training designs and related issues.

Age: Not exceeding 50 Years as on 01-10-2021.

Consolidated Remuneration: Rs.80,000/- p.m.

Duration of Engagement: Six Months (Upto 31st March 2022)

General Conditions:

- This assignment is purely temporary and does not envisage any kind of regular appointment in NIRD&PR in future

- The Institute has a right to shortlist the candidates as may be necessary
- Canvassing in any form will be treated as disqualification
- No correspondence or telephonic enquiry will be entertained as regards short-listing, calling for interview, selection or engagement
- The Institute reserves the right to relax any of the requirements i.e. age, educational qualification, experience etc. in exceptional cases
- The selection will be at NIRD&PR, Rajendranagar, Hyderabad
- The candidates should apply through online registration available on the website <http://career.nirdpr.in/>
- The **last date for submitting applications online is 06.10.2021 till 05:30 PM.** Applications received after the due date and time will not be considered.
- The shortlisted candidates will be informed about the date, time and venue of the Interview.

Sd/-
Assistant Registrar (E) i/c