I. TOR FOR THEMATIC EXPERT-IEC/ BEHAVIOUR CHANGE COMMUNICATION SPECIALIST

OBJECTIVES OF THE ASSIGNMENT: The Thematic Expert–IEC / Behaviour Change Communication (BCC) Specialist will be primarily responsible for supporting RSETIs in devising communication strategies, fulfilling pre- and post-communication research, facilitating and/or creating multi-media communication content and all other activities that will help to establish RSETIs as an aspirational brand amongst its various stakeholders including banks, corporates, skill training and placement agencies, government, political parties, donor agencies and centrally the rural youth who are the target of the programme.

1. SCOPE OF WORK:
The Thematic Expert – IEC / Behaviour Change Communication (BCC) Specialist will play a key role in ensuring that RSETI is recognized as a benchmark programme in the skilling sector and maintains high reputation/visibility amongst its partners and stakeholders.

I. Lead the Branding and SBCC strategy for RSETIs, Rural Skills Division, MoRD at National level as well as building capacities of state teams to ensure strong and effective communication and outreach

II. Identify communication and process gaps during mobilization at training centers, skill training partner and state level and hand-hold them by providing strategic directions and proposing policy changes by conducting pilot interventions

III. Promote RSETI amongst various stakeholders by conducting events, seminars and campaigns resulting in entrepreneurial ventures for skilled rural poor youth

IV. Supervise a communication team and/or communication agency for content creation, design and management in all of RSETI communication channels including digital, print, multi-media and social media

V. Supervise production of all types of communication materials such as brochures, newsletters, presentations, briefing notes for senior officers, media releases and others

VI. Plan and manage research interventions including recruiting of research professionals/teams to investigate and report on the efficiency and efficacy of various programmatic actions.

VII. Enable the teams at HQ and states to prepare periodic knowledge works, communication and marketing materials including collation of Best Practices.

VIII. Any other task assigned by the Joint Secretary, Skills Division, Ministry of Rural Development/Director General, National Academy of RUDSETI in relation to this assignment.

2. MINIMUM ELIGIBILITY CRITERIA

I. Graduate degree in Mass Communication/Journalism/Advertising/Marketing

II. Minimum of 6 years work experience in mass media and/or communications. Similar experience in education/vocational training/skilling sector would be an asset
3. DESIRABLE QUALIFICATIONS AND EXPERIENCE

I. 4-5 years of Development sector (Government programmes, NGOs, multi/bi lateral agencies etc.) experience. Focus on rural programmes would be an asset

II. Must be articulate and analytical with high social skills and ability to empathize with diverse sets of people

III. Must be comfortable coordinating with pan-India teams and should be able to highlight past experiences showcasing multi-state coordination

IV. Proven track record of handling multi media campaigns at a national level

V. Well versed with handling different vendor types relevant to communication development

VI. Past experience showcasing strategic thinking and its implementation leading to creation of some communication work product

VII. Must be fluent in English, Hindi and at least 1 regional language

VIII. The job may involve extensive travel to rural areas

4. MAXIMUM AGE LIMIT:

Age of candidate should not be more than 45 years as on last day of application.

5. REMUNERATION:

Consolidated remuneration for this position will be Rs 1,00,000/- (Rupees One lakh only) per month.

6. TERM & LOCATION:

The term of contract shall be valid for one year. The expert shall be based at PMA office of NAR in New Delhi and may involve travel to all over the country based on need.

7. REPORTING: The Expert shall report directly to DG, NAR or to any other person assigned by JS (Skills).

8. GENERAL CONDITIONS:

• The offered assignment is purely temporary and does not envisage any kind of regular appointment in NAR in future.

• In case of large number of applications, the Academy may shortlist the candidates as may be necessary.

• Canvassing in any form will be treated as disqualification.

• No correspondence will be entertained as regards short-listing, calling for interview, selection or engagement.

• The Academy reserves the right to relax any of the requirements i.e., age, Educational qualification, experience etc., in exceptional cases.

APPLY

***End of TORs for Thematic Expert IEC/BCC***
II. TOR FOR THEMATIC EXPERT – FINANCIAL MANAGEMENT

1. SCOPE OF WORK:
The Thematic Expert – Financial Management will play a key role in ensuring that the fund flow to the RSETIs is ensured as per Government guidelines and SOP protocols. As RSETIs are funded by the Ministry of Rural Development, Govt. of India through the State Rural Livelihood Missions (SRLMs), it is very important to ensure proper and adequate fund flow is maintained. Thematic Expert (Financial Management) shall be responsible for and perform the following tasks:

I. Planning and budgeting for RSETI training, getting them from the RSETIs/Banks/States and consolidating as per approved rates and format.

II. Scrutinizing the budget and getting them approved by the competent authority in the Ministry.

III. Support and assist the MoRD leadership on maintaining adequate fund flow to the States/Banks/RSETIs.

IV. Scrutinising State claims and placing before the competent authority in the Ministry for approval following GFR guidelines.

V. Scrutinising claims received from NIRD & PR related to infrastructure development of RSETIs and placing before the competent authority in the Ministry for approval following GFR guidelines.

VI. Liaisoning with the IFD and promptly attending their queries on RSETI related files.

VII. Attending all finance related files of NAR and other funded organisations.

VIII. Resolving fund flow issues if any between the SRLMs and the Banks as per the guidelines.

IX. Any other task assigned by the Joint Secretary, Skills Division, Ministry of Rural Development/Director General, National Academy of RUDSETI in relation to this assignment.

2. MINIMUM ELIGIBILITY CRITERIA

I. Graduates in any disciplines

II. Retired-Bank Executive or Retired officers who held at least level 12 post in pay matrix as per 7th pay commission from Central Govt./State Govt./Central autonomous bodies or Chartered Accountants or Cost & Management Accountants

III. Minimum 6 years of post-qualification work experience in case of non-retired applicants

3. DESIRABLE QUALIFICATIONS AND EXPERIENCE

I. Familiarity with General Financial Rules (GFR)

II. Experience in dealing with financial management of Externally Sponsored Schemes/Projects of the Government implemented in the social sector.

III. Knowledge of Statutory requirements relating to Income Tax, GST, etc.
IV. Working knowledge of maintaining Books of Accounts on Accounting software and operation of Public Finance Management System (PFMS).

V. Articulate, analytical and social skills and ability to empathize with diverse sets of people

VI. Comfortable in coordinating with pan-India teams and should be able to highlight past experiences showcasing multi-state coordination

VII. Proven track record of working on national level skill development projects with Central Ministries/Departments

VIII. Advocate effectively, communicate sensitively across different constituencies.

IX. Knowledge on functioning of RSETIs, other skill development training Institutes.

X. Fluency in English and Hindi

XI. Willingness to travel to rural areas

4. **MAXIMUM AGE LIMIT:**
   Age of candidate should not be more than 62 years as on last day of application.

5. **RENUMERATION:**
   Consolidated remuneration for this position will be Rs 100,000/- (Rupees one lakh only) per month.

6. **TERM & LOCATION:**
   The term of contract shall be valid for one year. The expert shall be based at PMA office of NAR in New Delhi and may involve travel to all over the country based on need.

7. **REPORTING:**
   The Expert shall report directly to DG, NAR or to any other person assigned by JS (Skills).

8. **GENERAL CONDITIONS:**
   - The offered assignment is purely temporary and does not envisage any kind of regular appointment in NAR in future.
   - The job may involve extensive travel to rural areas
   - In case of large number of applications, the Academy may shortlist the candidates as may be necessary.
   - Canvassing in any form will be treated as disqualification.
   - No correspondence will be entertained as regards short-listing, calling for interview, selection or engagement.
   - The Academy reserves the right to relax any of the requirements i.e., age, Educational qualification, experience etc., in exceptional cases.

**APPLY**

***End of TORs for Thematic Expert Financial Management***
III. TOR FOR THEMATIC EXPERT – MONITORING AND EVALUATION

1. SCOPE OF WORK: The Thematic Expert–Monitoring and Evaluation Specialist will play a key role in facilitating effective functioning of RSETI at the district level. The expert will also provide capacity building support to the States and will work towards attainment of the results envisaged under the program to the required standards of quality and as per the approved policy.

I. Effective and regular monitoring of RSETIs in all districts through coordination with National Academy of RUDSETI (NAR) and their team of State Directors

II. Understand the needs and aspirations of the rural youth, particularly the poor and vulnerable

III. Provide inputs, based on extensive field visits to project area/RSETIs/districts to enable improving the entrepreneurship led skill development programme and training systems in states/districts

IV. Develop vibrant partnerships with various skill development organizations, the private sector, industry associations and sector specific employers’ associations in the states

V. Coordinate and monitor various processes under the programme with the State governments including fund releases, monitoring and evaluation, RSETI inspections, resolving the implementation issues, etc.

VI. Build the capacities of the RSETI sponsoring Banks and the State governments through the development and organization of training modules at various levels

VII. Assist in the development and improvement of the MIS systems to ensure effective and timely monitoring

VIII. Building a robust monitoring system for RSETIs by regular review of existing mechanism and guiding the respective monitoring agency accordingly

IX. Review the overall effectiveness of the RSETI programmes in achieving the desired outcome and providing feedback and suggestions to the Ministry/NAR for taking suitable policy decisions

X. Any other task assigned by the Joint Secretary, Skills Division, Ministry of Rural Development/Director General, National Academy of RUDSETI in relation to this assignment.

2. MINIMUM ELIGIBILITY CRITERIA

I. Post Graduate degree in any discipline.

II. Minimum of 6 years work experience in Government programmes, NGOs, multi/bilateral agencies, etc.

3. DESIRABLE QUALIFICATIONS AND EXPERIENCE

I. Similar experience in education/vocational training/skilling sector
II. Development sector experience focusing on rural programmes

III. Articulate, analytical and social skills and ability to empathize with diverse sets of people

IV. Comfortable in coordinating with pan-India teams and should be able to highlight past experiences showcasing multi-state coordination

V. Proven track record of working on national level skill development projects with Central Ministries/Departments

VI. Ability to build and sustain effective partnerships with Government Agencies and other constituents.

VII. Advocate effectively, communicate sensitively across different constituencies.

VIII. Knowledge on functioning of RSETIs, other skill development training Institutes.

IX. Fluency in English, Hindi

X. Willingness to travel to rural areas

4. **MAXIMUM AGE LIMIT**: Age of candidate should not be more than 45 years as on last day of application.

5. **REMUNERATION**: Consolidated remuneration for this position will be Rs 1,00,000/- (Rupees One lakh only) per month.

6. **TERM & LOCATION**: The term of contract shall be valid for one year. The expert shall be based at PMA office of NAR in New Delhi and may involve travel to all over the country based on need.

7. **REPORTING**: The Expert shall report directly to DG, NAR or to any other person assigned by JS (Skills).

8. **GENERAL CONDITIONS**:
   - The offered assignment is purely temporary and does not envisage any kind of regular appointment in NAR in future.
   - The job may involve extensive travel to rural areas
   - In case of large number of applications, the Academy may shortlist the candidates as may be necessary.
   - Canvassing in any form will be treated as disqualification.
   - No correspondence will be entertained as regards short-listing, calling for interview, selection or engagement.
   - The Academy reserves the right to relax any of the requirements i.e., age, Educational qualification, experience etc., in exceptional cases.

**APPLY**

***End of TORs for Thematic Expert Monitoring & Evaluation***
IV.TOR for THEMATIC EXPERT- DATA SCIENTIST -MIS

1. SCOPE OF WORK
The Thematic Expert Data Scientist - MIS to support following activities:
   I. Development of a set of Key Performance Indicators for each stakeholder level in RSETI implementation against which current performance can be measured & analysed
   II. Identification of data to be captured, Sourcing of data, how frequently it will be gathered, how often will it be reported, how often the data will be reviewed
   III. Design of dashboard and exception reporting mechanism that will measure current performance against the targets for the agreed KPIs
   IV. Design a small pilot (in a state or few RSETIs) to test the relevance and feasibility of the KPIs in working towards the goal of quality skilling.
   V. Explore potential of advanced analytics, early warning systems, predictive modelling, machine learning in M&E of RSETI.
   VI. Liaison, Requirement Preparation with internal and external IT teams for development of M&E related IT interventions
   VII. Analyse existing datasets of the government such as SECC 2011, Census, NSSO and provide strategic support to Ministry in designing RSETI policy.
   VIII. Prepare strategies, partnerships and conduct research with focus on quality, policy and evaluation of RSETIs
   IX. Any other task assigned by the Joint Secretary, Skills Division, Ministry of Rural Development/Director General, National Academy of RUDSETI in relation to this assignment.

2. MINIMUM ELIGIBILITY CRITERIA
   I. Bachelor’s degree in Computer Science/B Tech/MCA or related degree from a well-known institute.
   II. At least 6 years of experience in any of the following fields: Data analysis, M&E, predictive modelling/machine learning, business or strategy consulting, rural development, impact and social investing or related fields.

3. DESIRABLE QUALIFICATIONS AND EXPERIENCE
   I. Experience in managing or development of IT Projects from requirement phase to delivery
   II. Experience in using statistical analysis packages in R, Python, Strata, etc and programming preferred.
   III. Experience working with government datasets such as Census, SECC, BPL, NSS etc
   IV. Strong written and oral communication skills.
   V. Self-driven with high capacity for autonomous work with the ability to be a team player.
VI. Ability to work under pressure and tight deadline.

VII. The candidate shall have integrity, strong work ethic and high sense of personal commitment.

4. MAXIMUM AGE LIMIT: Age of candidate should not be more than 45 years as on Last day of application.

5. REMUNERATION:
   Consolidated remuneration for this position will be Rs 1,00,000/- (Rupees One lakh only) per month.

6. TERM & LOCATION:
   The term of contract shall be valid for one year. The expert shall be based at PMA office of NAR in New Delhi and may involve travel to all over the country based on need.

7. REPORTING
   The Expert shall report directly to DG, NAR or to any other person assigned by JS (Skills).

8. GENERAL CONDITIONS:
   • The offered assignment is purely temporary and does not envisage any kind of regular appointment in NAR in future.
   • In case of large number of applications, the Academy may shortlist the candidates as may be necessary.
   • Canvassing in any form will be treated as disqualification.
   • No correspondence will be entertained as regards short-listing, calling for interview, selection or engagement.

   • The Academy reserves the right to relax any of the requirements i.e., age, Educational qualification, experience etc., in exceptional cases.

   APPLY

***End of TORs for Thematic Expert Data Scientist***
V. TOR FOR THEMATIC EXPERT – CREDIT LINKAGE

1. SCOPE OF WORK: The Thematic Expert – Credit Linkage Specialist will play a key role in ensuring that the trainees passing out of the RSETIs should get adequate and timely credit from the Banks and other Financial Institutions. As RSETIs aim creation of sustainable livelihoods by training unemployed youth in self-employment. The chain of intervention gets completed when the trainees establish their own business enterprise. One important component of establishing own enterprise is getting funding from the Banks. Thematic Expert (Credit Linkage) shall be responsible for and perform the following tasks:

I. Plan and achieve credit linkage targets with respect to RSETI trainees
II. Support and assist the RSETIs on credit linkage aspects specifically utilising the government credit programmes like MUDRA, Stand up India platforms, etc.
III. Search and formulation of alternative rural banking solutions, ICT innovation on micro credits, etc.
IV. With the support from RSETI MIS, managing the database of the existing and the prospective linkages
V. Regular analysis and reporting of the trends in credit linkage to RSETI candidates
VI. Keeping a close watch and analysis of the problems/issues faced by the RSETIs for getting their trainees credit linked and also the strategy to address those issues
VII. Guiding the RSETIs for training the candidates in such a way that they become potential Bank customers
VIII. Analysing periodical data on Bank wise credit linkage and following up with the Banks for improving the same.
IX. Conducting research studies on the behaviour of RSETI trained entrepreneurs with regard to utilisation of Bank credit and repayment behaviour. Using the findings to improve the RSETI interventions.
X. Any other task assigned by the Joint Secretary, Skills Division, Ministry of Rural Development/Director General, National Academy of RUDSETI in relation to this assignment.

2. MINIMUM ELIGIBILITY CRITERIA

I. Bachelor Degree in any discipline
II. Retired-Bank Executive or Retired officers who held at least level 12 post in pay matrix as per 7th pay commission from Central Govt./State Govt./Central autonomous bodies or Chartered Accountants or Cost & Management Accountants
III. Minimum 6 years of post-qualification work experience in case of non-retired applicants
3. DESIRABLE QUALIFICATIONS AND EXPERIENCE

I. Familiarity with RBI rules and guidelines and other government sponsored schemes concerning Micro Credit

II. Articulate, analytical and social skills and ability to empathize with diverse sets of people

III. Comfortable in coordinating with pan-India teams and should be able to highlight past experiences showcasing multi-state coordination

IV. Advocate effectively, communicate sensitively across different constituencies

V. Knowledge on functioning of RSETIs, other skill development training Institutes

VI. Fluency in English and Hindi

VII. Willingness to travel to rural areas

4. MAXIMUM AGE LIMIT:
Age of candidate should not be more than 62 years as on last day of application.

5. REMUNERATION:
Consolidated remuneration for this position will be Rs 1,00,000/- (Rupees One Lakh only) per month.

6. TERM & LOCATION:
The term of contract shall be valid for one year. The expert shall be based at PMA office of NAR in New Delhi and may involve travel to all over the country based on need.

7. REPORTING: The Expert shall report directly to DG, NAR or to any other person assigned by JS (Skills).

8. GENERAL CONDITIONS:
- The offered assignment is purely temporary and does not envisage any kind of regular appointment in NAR in future.
- The job may involve extensive travel to rural areas
- In case of large number of applications, the Academy may shortlist the candidates as may be necessary.
- Canvassing in any form will be treated as disqualification.
- No correspondence will be entertained as regards short-listing, calling for interview, selection or engagement.
- The Academy reserves the right to relax any of the requirements i.e., age, Educational qualification, experience etc., in exceptional cases.

APPLY

***End of TORs for Credit Linkage***
VI. TOR FOR THEMATIC EXPERT – PARTNERSHIP-COLLABORATION

1. SCOPE OF WORK: The Thematic Expert– Partnership Collaboration Specialist will play a key role in facilitating effective functioning of RSETI by ensuring cohesive engagement of different stakeholders in the RSETI programme. RSETIs are three-way partnerships between the States, the Banks and the Central Government. This partnership is proposed to be further broadened by engaging with relevant Industries in the programme. Besides improving co-ordination and engagement with the existing partners it is desired that new partnerships are forged with other likeminded and relevant Industries in rural entrepreneurial set up. Thematic Expert (Partnership-Collaboration) shall be responsible for and perform the following tasks:

I. Understand the needs and aspirations of various stakeholders in RSETI programme
II. Identifying and bringing new project partners (industries and likeminded organizations) on board
III. Establish strong, strategic and operational partnership agreements with various institutions to serve the objectives of the Rural Skill Development programme including captive skilling, innovations, institution building, partnerships, funding and resourcing partnerships, convergence and others
IV. Forge & engage in mutually enriching collaborative partnerships with a wide variety of institutions supporting the common cause of promoting rural entrepreneurship
V. Conduct research and study on potential partnership programmes
VI. Liaisoning with the partners, working on defining their respective roles and responsibilities
VII. Developing partnerships for providing backward and forward linkages to facilitate growth of RSETI trained entrepreneurs
VIII. Devising collaborative initiatives for enhancing the quality of skill development in RSETI training programmes
IX. Launching the pilot collaborative programmes
X. Study and upscale the potential ones through multi stakeholder Memorandum of Understandings
XI. Regular look out for mutually beneficial CSR programmes of credible Industry bodies and bringing them on board to RSETIs
XII. Continuous evaluation and review of existing partnerships and advising the Ministry as to continuance or otherwise of the associations
XIII. Prepare and submit periodic reports on collaboration and partnership to the higher officials.
XIV. Any other task assigned by the Joint Secretary, Skills Division, Ministry of Rural Development/Director General, National Academy of RUDSETI in relation to this assignment.

2. MINIMUM ELIGIBILITY CRITERIA
   I. Post-Graduate degree in any discipline.
   II. Minimum of 6 years work experience in Government programmes, NGOs, multi/bilateral agencies, etc.

3. DESIRABLE QUALIFICATIONS AND EXPERIENCE
   I. Similar experience in education/vocational training/skilling sector
   II. Development sector experience focusing on rural programmes
III. Articulate, analytical and social skills and ability to empathize with diverse sets of people
IV. Comfortable in coordinating with pan-India teams and should be able to highlight past experiences showcasing multi-state coordination
V. Proven track record of working on national level skill development projects with Central Ministries/Departments
VI. Ability to build and sustain effective partnerships with Government Agencies and other constituents.
VII. Advocate effectively, communicate sensitively across different constituencies.
VIII. Knowledge on functioning of RSETIs, other skill development training Institutes.
IX. Fluency in English, Hindi
X. Willingness to travel to rural areas

4. **MAXIMUM AGE LIMIT:**
   Age of candidate should not be more than 45 years as last day of application.

5. **REMUneration:** Consolidated remuneration for this position will be Rs 1,00,000/- (Rupees One lakh only) per month.

6. **TERM & LOCATION:** The term of contract shall be valid for one year. The expert shall be based at PMA office of NAR in New Delhi and may involve travel to all over the country based on need.

7. **REPORTING**
The Expert shall report directly to DG, NAR or to any other person assigned by JS (Skills).

8. **GENERAL CONDITIONS:**
   • The offered assignment is purely temporary and does not envisage any kind of regular appointment in NAR in future.
   • The job may involve extensive travel to rural areas
   • In case of large number of applications, the Academy may shortlist the candidates as may be necessary.
   • Canvassing in any form will be treated as disqualification.
   • No correspondence will be entertained as regards short-listing, calling for interview, selection or engagement.

   • The Academy reserves the right to relax any of the requirements i.e., age, Educational qualification, experience etc., in exceptional cases.

**APPLY**

***End of TORs for Thematic Expert Partnership - Collaboration***
VII.TOR FOR THEMATIC EXPERT – QUALITY AND STANDARDS

1. SCOPE OF WORK: The Thematic Expert – Quality and Standards Specialist will play a key role in ensuring Quality and Standards of training across value chains. The expert will be facilitating the RSETIs in delivering the targeted quantity of training at prescribed quality standards. Thematic Expert (Quality and Standards) shall be responsible for and perform the following tasks:

I. To work on the development, implementation and monitoring of Quality and Standard systems and execute the quality strategy in RSETI trainings.

II. Co-ordinating, developing and continuous improvement in the existing quality system in collaboration with the RSETIs.

III. Developing quality assurance policies and procedures taking into account the best practices and its relevance to RSETI objectives.

IV. Establish systems and structures for effective implementation of quality assurance standards, taking inputs from key stakeholders.

V. Establish capacity building efforts to standard requirements of QA through the skill ecosystems across different stakeholders.

VI. Evaluate adequacy of quality assurance standards, through continuous monitoring local operational management and in line with the group quality management, legislation and certification demands.

VII. Develop and undertake training of stakeholders on quality assurance systems.

VIII. Ensure that the RSETIs follow the Standard Quality trainings in its programmes as envisaged in Qualification files approved by the National Skill Qualification Committee.

IX. Designing and aligning of new RSETI courses as per the requirements of the National Skill Qualification Framework.

X. Implementation of Standard operating Procedures at RSETI and State level.

XI. Orientation and capacity building of all the stakeholders to ensure the implementation of SoPs.

XII. Evaluate the quality of monitoring of RSETI activities by the respective agencies and devising strategy for improving the qualities and standard.

XIII. Any other task assigned by the Joint Secretary, Skills Division, Ministry of Rural Development/Director General, National Academy of RUDSETI in relation to this assignment.

2. MINIMUM ELIGIBILITY CRITERIA

I. Post Graduate degree in any discipline

II. Reputed certification in Quality management and Quality Assurance such as Lean Management, Black belt in 6 Sigma and other such certifications

III. Minimum of 6 years work experience in leading Quality Management systems and Quality Assurance team for a large program or organization

3. DESIRABLE QUALIFICATIONS AND EXPERIENCE

I. Similar experience in education/vocational training/skilling sector

II. Quality Management in Training Organisation/Skill Sector/Educational Institutions
III. Development sector experience focusing on rural programmes

IV. Articulate, analytical and social skills and ability to empathize with diverse sets of people

V. Comfortable in coordinating with pan-India teams and should be able to highlight past experiences showcasing multi-state coordination

VI. Proven track record of working on national level skill development projects with Central Ministries/Departments

VII. Ability to build and sustain effective partnerships with Government Agencies and other constituents.

VIII. Advocate effectively, communicate sensitively across different constituencies.

IX. Knowledge on functioning of RSETIs, other skill development training Institutes.

X. Fluency in English and Hindi

XI. Willingness to travel to rural areas

4. **MAXIMUM AGE LIMIT:**
   Age of candidate should not be more than 45 years as on last day of application.

5. **REMUNERATION:** Consolidated remuneration for this position will be Rs 1,00,000/- (Rupees One lakh only) per month.

6. **TERM & LOCATION:**
The term of contract shall be valid for one year. The expert shall be based at PMA office of NAR in New Delhi and may involve travel to all over the country based on need.

7. **REPORTING:**
The Expert shall report directly to DG, NAR or to any other person assigned by JS (Skills).

8. **GENERAL CONDITIONS:**
   - The offered assignment is purely temporary and does not envisage any kind of regular appointment in NAR in future.
   - The job may involve extensive travel to rural areas
   - In case of large number of applications, the Academy may shortlist the candidates as may be necessary.
   - Canvassing in any form will be treated as disqualification.
   - No correspondence will be entertained as regards short-listing, calling for interview, selection or engagement.

   - The Academy reserves the right to relax any of the requirements i.e., age, Educational qualification, experience etc., in exceptional cases.

**APPLY**

***End of TORs for Thematic Expert Quality & Standards***
VIII. TOR FOR THEMATIC EXPERT – TRAINING AND LEARNING RESOURCES

1. SCOPE OF WORK: The Thematic Expert – Training and Learning Resources Specialist will play a key role in ensuring development and dissemination of Quality and Standard training resources for RSETI training. The expert will be facilitating development and dissemination of training and learning resources for all the RSETI training programmes. He/she will also take the responsibility of getting the resources refined to suit RSETI target trainees in respective regional languages. Thematic Expert (Training and Learning Resources) shall be responsible for and perform the following tasks:

I. To work on the development of quality training and learning resources for RSETI trainings as per NSQC approved syllabus.

II. Development and continuous improvement of the existing quality learning materials in collaboration with the RSETIs.

III. Ensuring dissemination of the developed learning resources in local languages by managing adequate chain in the flow of resources to the RSETI trainees.

IV. Establish systems and structures for effective implementation of quality learning standards, taking inputs from key stakeholders.

V. Develop and undertake training of stakeholders on developed training resources.

VI. Any other task assigned by the Joint Secretary, Skills Division, Ministry of Rural Development/Director General, National Academy of RUDSETI in relation to this assignment.

2. MINIMUM ELIGIBILITY CRITERIA

I. Post Graduate degree in any discipline

II. Minimum of 6 years work experience in development of training and learning resources

3. DESIRABLE QUALIFICATIONS AND EXPERIENCE

I. Similar experience in education/vocational training/publication sector

II. Articulate, analytical and social skills and ability to empathize with diverse sets of people

III. Comfortable in coordinating with pan-India teams and should be able to highlight past experiences showcasing multi-state coordination

IV. Proven track record of working on national level skill development projects with Central Ministries/Departments

V. Ability to build and sustain effective partnerships with Government Agencies and other constituents.

VI. Advocate effectively, communicate sensitively across different constituencies.

VII. Knowledge on functioning of RSETIs, other skill development training Institutes.

VIII. Fluency in English and Hindi
IX. Willingness to travel to rural areas

4. **MAXIMUM AGE LIMIT:**
Age of candidate should not be more than 45 years as on last day of application.

5. **REMUNERATION:**
Consolidated remuneration for this position will be Rs 1,00,000/- (Rupees One lakh only) per month.

6. **TERM & LOCATION:**
The term of contract shall be valid for one year. The expert shall be based at PMA office of NAR in New Delhi and may involve travel to all over the country based on need.

7. **REPORTING:**
The Expert shall report directly to DG, NAR or to any other person assigned by JS (Skills).

8. **GENERAL CONDITIONS:**
   - The offered assignment is purely temporary and does not envisage any kind of regular appointment in NAR in future.
   - The job may involve extensive travel to rural areas
   - In case of large number of applications, the Academy may shortlist the candidates as may be necessary.
   - Canvassing in any form will be treated as disqualification.
   - No correspondence will be entertained as regards short-listing, calling for interview, selection or engagement.
   - The Academy reserves the right to relax any of the requirements i.e., age, Educational qualification, experience etc., in exceptional cases.

**APPLY**

***End of TORs for Thematic Expert Training & Learning Resources***
IX. TOR FOR
THEMATIC EXPERT – TRAINING NEED ASSESSMENT AND CURRICULUM DEVELOPMENT

1. SCOPE OF WORK: The Thematic Expert – Training Need Assessment and Curriculum Development Specialist will play a key role in conducting Training Need Assessment and research on labour market related to rural self-managed enterprises. The expert will develop Curriculum and syllabus and training courses to be conducted by RSETIs. The training courses thus conceived based on scientific study of training need will be developed as per Qualification File protocols of National Skill Development Agency (NSDA). He/she will ensure matching these courses with National Occupational Standards (NOS) mapping them as per NSQF. Further the expert will have the responsibility of getting these courses approved by National Skill Qualification Committee of NSDA. Thematic Expert (Training Need Assessment and Curriculum Development) shall be responsible for and perform the following tasks:

I. To regularly undertake Training Need Assessment (TNA) of rural unemployed youth
II. Studying current demand of training at RSETIs across the country
III. Forecasting of upcoming and future demand of training courses suitable for rural enterprises which can be set-up by rural unemployed youth after RSETI training
IV. Development of Qualification Files as per NSQF protocols. Aligning them as required and getting them approved by the National Skill Qualification Committee (NSQC) of NSDA or any other competent authority
V. Advocacy and publicity of approved courses among various stakeholders
VI. Attending review of existing approved courses conducted by the RSETIs
VII. Assisting in development of quality training and learning resources for RSETI trainings as per NSQC approved syllabus.
VIII. Development and continuous improvement of the existing quality learning materials in collaboration with the RSETIs.
IX. Any other task assigned by the Joint Secretary, Skills Division, Ministry of Rural Development/Director General, National Academy of RUDSETI in relation to this assignment.

2. MINIMUM ELIGIBILITY CRITERIA
I. Post Graduate degree in any discipline
II. Minimum of 6 years work experience in development of training and learning resources, course development

3. DESIRABLE QUALIFICATIONS AND EXPERIENCE
I. Similar experience in education/ vocational training/publication sector
II. Articulate, analytical and social skills and ability to empathize with diverse sets of people
III. Comfortable in coordinating with pan-India teams and should be able to highlight past experiences showcasing multi-state coordination

IV. Proven track record of working on national level skill development projects with Central Ministries/Departments

V. Ability to build and sustain effective partnerships with Government Agencies and other constituents.

VI. Advocate effectively, communicate sensitively across different constituencies.

VII. Knowledge on functioning of RSETIs, other skill development training Institutes.

VIII. Fluency in English and Hindi

IX. Willingness to travel to rural areas

4. **MAXIMUM AGE LIMIT:**
   Age of candidate should not be more than 45 years as on last day of application.

5. **RENUMERATION:**
   Consolidated remuneration for this position will be Rs 1,00,000/- (Rupees One lakh only) per month.

6. **TERM & LOCATION:**
   The term of contract shall be valid for one year. The expert shall be based at PMA office of NAR in New Delhi and may involve travel to all over the country based on need.

7. **REPORTING:**
   The Expert shall report directly to DG, NAR or to any other person assigned by JS (Skills).

8. **GENERAL CONDITIONS:**
   - The offered assignment is purely temporary and does not envisage any kind of regular appointment in NAR in future.
   - The job may involve extensive travel to rural areas
   - In case of large number of applications, the Academy may shortlist the candidates as may be necessary.
   - Canvassing in any form will be treated as disqualification.
   - No correspondence will be entertained as regards short-listing, calling for interview, selection or engagement.
   - The Academy reserves the right to relax any of the requirements i.e., age, Educational qualification, experience etc., in exceptional cases.

**APPLY**

***End of TORs for Thematic Expert TNA & Curriculum Development***