



**H.P. STATE INSTITUTE OF RURAL DEVELOPMENT,
FAIRLAWNS, SHIMLA-12.**

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Vacancy Announcement

Date of issue: 29th November, 2012

Date of closing : 20th December, 2012

Position One **post of** Core Faculty in Rural Civil Works to organize trainings, delivers lectures, impart trainings, undertake research and documentation, off-campus training programmes, village level campaigns, workshops, conferences and meetings to review progress and share experiences, maintain database in website, train officials and elected representatives and facilitate strengthening of the delivery system.

Duty Station State Institute of Rural Development, Fairlawns, Shimla to work in coordination with the SIRD Officers under the overall supervision of SIRD, Himachal.

Contract type : Yearly Contract on basis of the guidelines of Ministry Of Rural Development, Govt. of India

No. of Positions : One in the discipline of **Rural Civil Works**

Brief Description:

HP, State Institute of Rural Development has been established under a Centrally Sponsored Scheme funded between Ministry of Rural Development, Gol and Govt. of H.P. SIRD, HP is the apex training institute of the state for capacity building of all the stakeholders in Rural Development, officials of line departments besides functionaries and Elected Representatives of PRIs involved in implementation of rural development programmes. The SIRD has been entrusted with the mandate -

- To conduct short term and long term training programmes for the officials and non officials engaged in Rural Development and Panchayati Raj.
- To organize seminars, conferences and workshops for experts academicians, administrators, researchers and non officials on various rural development issues and concerns.

- To undertake action oriented research and documentation activities of Rural Development agencies and to prepare case studies as inputs for the training.

SIRD also undertakes various research programmes including action research project work. The findings of the research studies, case studies and trainings undertaken by SIRD are furnished to Rural Development Department as feedback to strengthen the execution of various plans and programmes. It also develops reading material for skill up-gradation of the developmental functionaries working in the discipline of Rural Development. Further, SIRD takes up periodic training programme for elected representatives of PRIs of the State. Apart from these functions, SIRD, HP conducts and assists NIRD, MoRD and MoPR in organizing programmes at its campus.

Description of duties

The incumbent will carry out the assignments relating to job for which one will be engaged including:

- i. Imparting training in SIRD, Districts and Block/Gram Panchayats;
- ii. Identify and train the stakeholders including the officials, PRIs, CBOs and community;
- iii. Undertake periodic village visits for awareness generation in the people about the rural development programmes, motivating them to promote village unity and harmony, check social evils and forging a shared vision for all round village development;
- iv. Train the all the stakeholders on planning and implementation of various flagship programs for building and maintaining rural infrastructure, providing livelihood security, skill development, promoting flow of bank credit for income and employment generation, integrated use of natural resources, and fostering hygienic community practices for health and sanitation;
- v. Capacity building to organize gram sabhas or ward sabhas and meetings of other community groups to foster village unity and harmony, remove barriers of caste and class, prepare and implement village development plans, facilitate social audit and perform other functions as prescribed under various programmes;
- vi. To coordinate with PRIs and Line Departments in formulation and implementation of plans under various programmes, conduct of social audit, redressal of grievances and peaceful settlement of disputes that stultify programmes;
- vii. Preparation of reading material, modules, trainers manuals, dissemination of information, research, action oriented research, documentation and reporting ;

viii. Design, develop, print, distribute training and IEC materials including posters, leaflets, pamphlets, handouts, calendars, magazines, audio-video and other materials for documentation and dissemination of programmes and best practices;

ix. To organize Video Conferencing based distance learning and community radio stations for dissemination of information in a campaign mode, Coordinate with local Doordarshan, AIR, private Cable and Satellite Channels.

Deliverables

i. Generate awareness about rights and entitlements among the people, in particular landless labourers, SC/STs, small and marginal farmers, rural artisans, BPL families, beneficiaries of land reforms, weavers, fishermen, tribals, forest dwellers, dalits, women, old, infirm, sick and other weaker sections of the society;

ii. Promote participation of people in programme implementation by activation of gram and ward sabhas and strengthening of people's institutions like SHGs, user groups, pani panchayats, forest management committees, mahila mandals, youth clubs, farmers' clubs and other community based organizations;

iii. Develop a sense of ownership among the people for proper implementation of programmes;

iv. Empower the people to act as vigilante, motivators and facilitators for proper allocation, distribution and utilization of resources and social audit under various programmes;

v. Inculcate in the people a common sense of purpose and resolve for adoption of the model of faster, sustainable and inclusive development that ensures rapid development of infrastructure, generation of income and employment opportunities along with conservation of land, water, forests and wild life;

vi. Enable PRIs, Line Departments and Banks to share their responsibilities with the people so that outreach of their services is widened and extended to remote areas, particularly in hill, desert, forest and tribal areas; vii. Improve governance by enhancing transparency and accountability in programme implementation and forging close relationships between the government institutions and the community

viii. Facilitate social audit, redressal of grievances of the people, amicable settlement of disputes and improve communications between the people and the government institutions;

ix. Document success stories, innovations and best practices and disseminate them among all the stakeholders for their wider adoption;

x. Build and manage knowledge assets to facilitate learning and development and to that end prepare, print, publish and distribute manuals, guidelines and e-learning materials, and maintain and update common website ;

xi. Organize workshops, seminars and conferences for dissemination of information on programmes, improvement in coordination and convergence among different stakeholders and development of a knowledge and innovation community that may bring its expertise to deal with challenges in programme implementation;

xii. Improve communications among the stakeholders so that there is a common sense of purpose, solidarity and cohesion among them in implementation of programmes;

xiv. Deploy tools for E-governance to disseminate information, improve communication, facilitate exchange of ideas, build networks and partnerships.

Essential requirements

a) Other than Retired Officers	Educational Qualifications
I. Rural Civil Works	Graduate Degree with at least Second Division (50%) from recognized institution in Civil Engineering and Computer conversant
Experience	i) Minimum 5 years experience in the subject concerned including training, reporting, research and documentation for different national/international agencies or Govt. related in the concerned subject
	ii) Should have a proven track record in training, reporting, capacity building, research and documentation in rural development and panchayati raj
	iii) Good understanding on rural development and PRI systems and related capacity building programs in Himachal
	iv) Preference will be given to person having qualifications in training & capacity building like Direct Training Skills, Design of Training or Participatory Training Skills from reputed institution
b) For retired Officers	Educational Qualifications & Experience
	Degree or Diploma in Civil Works with at least for 15 years proven work experience in Rural Civil Works and Computer conversant
Age	65 years (Upper Limit) for retired officers and 21-45 years for other candidates

Desirable requirements

1. Well accustomed with different development plans of Govt. and different agencies with regard to rural development and PRI.
2. Knowledge and good relation with Govt., civil society organizations and PRI members.

Remuneration:

Negotiable but will not be constraint for the deserving candidate which will be related to performance appraisal

How to Apply:

The desirous candidates to submit their applications in the given format in a sealed envelope clearly mentioning **“APPLICATION FOR THE POST OF CORE FACULTY (Rural Civil Works) IN SIRD, HP”** addressed to Director, H P State Institute of Rural Development, Fairlawns, Shimla specifically mentioning the position applied for and expected monthly remuneration. The last date for applying is **20th December, 2012** and the screening-cum-interview will take place on **15th Jan, 2013 tentatively**. The candidates will be informed for test and interview through email and SMS besides web hosting the information.