



**Information Relating to Contractual Engagement of
Young Fellow for Action Research Project for Holistic & Sustainable Development
through institutional strengthening of Gram Panchayats (GP)
and enablement of quality GP Development Plans (GPDP)
(100+ Clusters Development Programme)**

Advt.No.100CDP/Dec-2019/01

(A). Eligibility Criteria for Selection of Young Fellow

1. Post Graduate in Economics, Rural Development, Rural Management, Political Science, Sociology, Social Work, Development Studies and similar disciplines (the term on PG degree may be relaxed in case of Engineering graduates) from any recognized university.
2. Minimum academic standards: 60% marks in Secondary (Class X) or equivalent examination; 50% marks in Higher Secondary (Class XII) or equivalent examination in any discipline; 50% marks at Graduation level in any of the above-mentioned disciplines; and 50% marks at Post Graduation level in any of the above-mentioned disciplines.
3. Proficiency in writing and speaking English, Telugu and Hindi.
4. Appropriate attitude to mix, develop rapport and work with Elected Representatives (ER) and functionaries of Gram Panchayats (GP) and rural communities in remote rural areas of Andhra Pradesh and strong commitment to work on mission mode for Sustainable Development.
5. Keenness to undergo thorough induction level training to be organised by the NIRDPR and pass the standards to be set for eligibility for final deployment.
6. Knack for Capability Building & Training through demonstration and handholding support to ERs and functionaries of GPs and rural communities.
7. Soft skills including proficiency in MS Office (at least Word, Excel & PowerPoint) and capacity for on-line reporting.
8. Uncompromising consent and keenness to reside and remain immersed in remote rural areas and to undertake extensive travel within the allotted Cluster of GPs by own means.
9. Capacity to work for prolonged hours.
10. Age: 25-30 years as on 01/01/2020.
11. Prior experience in the given field of work will be given preference.
12. Relaxation in academic standards and other eligibilities may be considered in very exceptional cases as per discretion of authority.

(B). Tasks to be performed by Young Fellows (reporting to the Project Lead Consultant through the Programme Coordinator)

1. To conduct training mainly through demonstration and handholding support to the ERs and functionaries of GPs, rural communities and other stakeholders under the allotted Cluster in overall institutional strengthening of the GPs, improving governance and participatory planning through application of participatory tools and techniques.
2. To provide handholding support to the GPs under the allotted Cluster in planning and execution of IEC plans to enhance participation of people in preparation, implementation and monitoring of GPDP in close collaboration with identified NGOs/SHGs/CBOs / line department functionaries and communities.
3. To provide handholding support to the GPs under the Cluster in organizing effective Gram Sabhas, collection of Primary and Secondary data including GIS-based data, situation analysis and preparation of Development Status Report by each of the GPs under the Cluster.

4. To coordinate with block administration and local line department offices pertaining to the Cluster of GPs and obtain their support in effective implementation of the planned activities under the Action Research Project.
5. To provide handholding support to GPs in adding exemplary values to GPDP with focus on human development, social development, SDG compliance, transparency, accountability etc.
6. To provide handholding support to GPs in application of Panchayat Enterprise Suites including Plan-Plus and ActionSoft.
7. To provide handholding support to GPs in preparation, implementation and monitoring of GP Development Plan & Budget for the current year and onwards in consultation with Beacon Panchayat Leaders and identified NGOs / SHGs / CBOs / line department functionaries.
8. To travel extensively in geographically separated remote GPs under the Cluster and monitor progress of the project related activities to ensure sustained progress and quality of outputs and outcomes.
9. To prepare and submit progress report to the Programme Coordinator and all others concerned as per requirement of the programme.
10. To discharge such other responsibilities as may be assigned from time to time by authorities for successful implementation of the Project on mission mode.

(C). Tenure of Contractual Engagement

Tenure of contractual engagement will be one year for the present - may be extended up to three years on satisfactory performance of the incumbent, subject to continuation of the Project and discretion of authority.

(D). Monthly Consolidated Stipend & Allowances

- (a). Consolidated stipend of Rs.30,000/- (Rupees thirty thousand) only per month.
- (b). Actual cost of travel and subsistence for official tour outside the Cluster area, if ordered by Project authority, at approved rates and as per norms of the NIRD&PR.

(E). Other Conditions of the Stipendiary Job

The other conditions of the stipendiary job e.g. leave, travel entitlement etc. will be regulated by the rules and norms of the NIRDPR.