

**Karnataka Panchayat Raj Commissionerate
Rural Development & Panchayat Raj Department, Government of Karnataka**

Job Description: 1 position of Consultant (Child Rights Expert)

1. Background:

The Karnataka Panchayat Raj Department, Government of Karnataka, currently has several initiatives focusing on the rural children of the state, each at various stages of implementation. To take this mission forward and serve the children of the state more effectively, the department, with a grant from UNICEF India, is setting up a Centre for Child Responsive Local Governance. The Centre's activities will be wide ranging with a core focus on Child rights and Local Governance.

The Karnataka Panchayat Raj Commissionerate, Panchayat Raj Department, Government of Karnataka, is looking to recruit a consultant experienced in child rights, for its Centre for Child Responsive Local Governance. Details are given below. The shortlisted candidates will have to take a written test and an oral interview in both English and Kannada. A writing sample will be required. **Knowledge of written and spoken Kannada** is a must for the positions at the Centre for Child Responsive Local Governance.

2. Purpose of the Assignment:

The purpose of the consultancy assignment is to support the Centre for Child Responsive Local Governance to develop a child-centred conceptual framework of Child Responsive Model Gram Panchayats, to ensure that they are built around realization of rights related to women and children; to study the action plans and prepare to execute the plans; prepare manuals and learning materials as required for the implementation, including in Kannada; prepare training calendars for the various trainings at the state, district, taluk and GP levels as planned in the action plans, travel to gram panchayats (GPs) as required for implementation, monitoring and hand holding of Gram Panchayats as they work towards becoming Child Responsive model GPs; meet the target of number of GPs that achieve the goal of becoming Child Responsive; work with GP members to ensure that Bala Sabhas are conducted. An indicative list of activities is given below and, other tasks will get added on as the implementation progresses. The consultant will support other nodal departments that will be functioning / involved in service delivery in the focus areas related to children.

S.	Major Tasks	Deliverables
1.	Develop child-centered conceptual framework of Child Responsive Model Gram Panchayat to ensure that it is built around realization of rights related to women and children;	Workplan and methodology agreed with UNICEF and RDPR
2.	Support the relevant institutions at the state and GP level for effective community mobilization to establish child friendly panchayats that will facilitate in bringing child rights into the focus of panchayat level deliberations and actions	Implementation Plan on Child Friendly Panchayats developed and rolled out,
3.	Training the GPs to undertake child budgeting; formalizing the Child Budget statement format; preparation of the Child Budgeting manual for GPs and train GPs to build their capacity.	Format for Child Budget Statement; Child Budgeting Manual; training of GPs to build capacity on Child Budgeting
4.	Complete the roll out of library initiative as fully functional safe spaces for children's learning and meeting place for Bala Sabhas in all selected GPs	All selected GPs have activated Bala Sabha meetings in the library space
5.	Establish partnerships with SIRD/ ATIs and other such institutions to create training plan and ensure their training plan includes modules on decentralized planning, components of women and child rights, development, inclusion. Establish partnerships with institutions like KILA, SIRD etc.	Training modules with women and children issues available integrated with the training courses of the local institutions and for SHGs. Training modules on Child, Gender and Disability budget
6.	Support planning and roll out of "Gram Panchayat as Resource Centres on Child friendly governance" concept in select GPs/ districts for implementation and monitoring of SDGs; Build the capacity of GPs to monitor and report select indicators relate to development of children and women. Build the overall reporting capacity of GPs on the government schemes through the relevant government portal.	Roll out Plan for GPRCs developed and implemented
7.	Organize state level workshops in agreement with Department RDPR.	Workshop Reports
8.	Prepare frameworks for installing and running Crèches for working mothers on MNREGS sites alongside the provision of the scheme. Evaluate and improve the operations and service delivery by the Crèches.	Framework for running of Crèches for working mothers; Evaluation report on the operations and performance of Crèches.
9.	Identify adolescent girls that are out of school, anemic or other health / development / protection issues. Link adolescents to appropriate government services / providers or create local mechanisms where necessary, to address the deprivations faced by vulnerable adolescents. Create opportunities and safe spaces for adolescent boys and girls to participate in outdoor sports.	Action plans for children prepared by the GPs; includes relevant services to adolescents. Sports activities in GPs for boys and girls; increased participation by adolescent boys and girls.
10.	Documentation of lessons, practices and process for successful establishment of child friendly GPs with Implementation Mechanism finalized and rolled out. (Policy briefs, concept notes, presentations etc. will be throughout the duration of the contract as and when required)	Final Report

3. Objectives and Supervision:

The consultant will report to the Commissioner, Panchayat Raj Commissionerate, Government of Karnataka, for guidance and direction, and will be responsible for supporting the state government in improving the capacity of the local governance institutions like Gram Panchayats to plan, implement and monitor development outcomes for children. Technical supervision for the consultant position will be provided by the Social Policy Specialist, UNICEF, from time to time to ensure that the mission of the Centre is being met through the implementation efforts of the team of consultants.

4. Travel: The assignment will cover at least a week of travel to District and GPs every month; and will include work and co-ordination with the state governments. The consultant will be based out of Bengaluru, but required to travel extensively to districts and Gram Panchayats within the state of Karnataka.

5. Duration of Contract: The position is expected to start on **September 1, 2023** and is for a duration of one year (subject to availability of funding). The position may be renewed after one year, subject to renewal of funding.

6. Remuneration: An invoice is to be submitted to the Commissionerate, along with a progress report every month. Payments will be made to the consultant based on completion of agreed deliverables. A remuneration (against deliverables) of INR 1,50,000 per month is earmarked for the consultant position.

5. Qualification/specialized knowledge/experience/competencies (core/technical/functional) / language skills required for the assignment

- Advanced university degree in economics, social sciences, public policy (social policy) or related fields. In-depth understanding and knowledge of devolution and decentralized planning will be an advantage including the Panchayati Raj Act.
- For this Child Rights expert consultant position, extensive experience in Child Rights related work is required. The specialist should be well versed with the Child Rights framework within various legal frameworks in India and the global UNCRC. They should also bring commensurate experience of working for organizations that work in the area of child rights programming.

Experience:

- At least five to eight years of relevant national experience in the development field, preferably in the social sectors in India with emphasis on decentralisation, community driven development, Participatory Rural appraisal and Child rights is a must;
- Demonstrated ability to develop and maintain productive, professional relationships with government counterparts, donors, civil society and other stakeholders.
- High capacity for organization and coordination, as well as an ability to work with a high degree of independence in a team environment.
- Experience working in a multi-donor environment;
- Experience in managing diverse and sometimes competing interests and perspectives to arrive at a durable consensus;

- Familiarity with national and state schemes for children will be a strong advantage.
- Experience in Monitoring and Evaluation of programs – especially formative evaluation – will be an asset.

Additional Requirements:

- Fluency in English is required. **Knowledge of written and spoken Kannada is mandatory.**
- Candidates should have excellent written and oral communication skills.
- Ability to work in cross cutting team and a wide variety of stakeholders within and outside the government is essential.
- Candidates must have excellent interpersonal, negotiation and presentation skills.
- Ability to research, collect and collate public expenditure data and present it in a coherent manner is essential.
- Excellent analytical and report writing skills are important.
- Data and information management with strong computer proficiency with regular MS Office.
- Preference for candidates who have previous experience working with a UN entity

6. **Selection Process:** Duly received CVs, along with cover letters, will be reviewed by a hiring committee at the Commissionerate and, a shortlist of candidates will be prepared after a technical evaluation of qualifications, experience and suitability for the positions advertised. Shortlisted candidates will be invited for a short written assignment and oral interview with the hiring committee. Only selected candidates will be informed of the final decision by the Committee, and invited to join as a consultant by September 1, 2023.

7. How to apply:

1. **A Cover letter** explaining the motivation for applying and also explaining how the qualifications and skill-set of the candidate are suitable for this position (Not more than 1 page).
2. **A CV** that outlines the qualifications and experience related to the advertised position of Consultant(s). Highlight any experience related to Child Rights programming.

[Mention Availability date in the cover letter (Joining date: September 1, 2023)]

Email both as attachments to: prc.recruitment@ka.gov.in with the subject Line: “Consultant (Child Rights) – Centre for Child Responsive Local Governance” by 5 PM on July 31st, 2023.

Those who had applied earlier need not apply again