

Government of Karnataka
Karnataka Panchayat Raj Commissionerate
Department Rural Development and Panchayat Raj

Job Description 2: State WASH and MHM Coordinator

Background:

The Government of Karnataka under the aegis of Commissioner, Karnataka Panchayat Raj in partnership with UNICEF intends to implement “**Mainstreaming the sustainable Water, Sanitation and Hygiene (WASH) services and Menstrual Hygiene Management (MHM) in Karnataka**” Water, Sanitation and Hygiene programme in rural areas of the State to sensitize rural people about water, sanitation and hygiene. In this regard, the department of Rural Development and Panchayat Raj desires to create a dedicated institution for capacity building and research for promoting greater engagement of Panchayat Raj Institutions (PRIs) in WASH.

Under the programme, the Dept. plans to focus on capacity building of PRIs: engage PRIs in promotion of Menstrual Hygiene Management (MHM) in aspirational districts. A training module and implementation strategy will be designed and executed.

The Karnataka Panchayat Raj Commissionerate, Department of Rural Development and Panchayat Raj, Government of Karnataka, is looking to recruit a State WASH and MHM Coordinator. Details are given below. The shortlisted candidates will have to take a written test and an oral interview in both English and Kannada. Knowledge of written and spoken Kannada is a must for the position.

Theme of the Assignment:

- To strengthen the enabling environment for Menstrual Hygiene Management, WASH, CCE and SBCC through Department of Rural Development and Panchayat Raj, GoK in the state of Karnataka.

Purpose:

- To coordinate with various line departments dealing with WASH sector to promote and propagate the objectives of WASH & MHM.
- To coordinate & support the training of Master trainers about WASH & MHM.


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Rural Development & Panchayat Raj Department
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- To identify gaps in MHM practices in aspirational districts and share study findings.
- To support state in preparation of District action plan for MHM.
- To support state in preparation of Social & Behavioral Change Communication (SBCC), Continuous & Comprehensive Evaluation(CCE) & WASH strategies.
- To support state in conducting SBCC campaigns on MHM.
- To identify alternative methods for safe and sustainable MHM.
- Identification and documentation of best practices and process on MHM.

Programme Area and the specific project involved:

Water, Sanitation and Hygiene (WASH) and Menstrual Hygiene Management (MHM)

Key activities / Deliverables

- To review existing WASH monitoring framework and facilitate to integrate in PRI system.
- To identify an external agency and conduct situational analysis of MHM practices in aspirational districts and share study findings with state and UNICEF.
- To identify key resources for Master Trainers training, prepare concept note, training modules, schedule and budget etc., and support state in conducting ToT program.
- To update the existing MHM action plan developed for 2 districts and support in preparation of action plan for remaining districts as planned in the proposal.
- To develop IEC and SBCC material and take up campaigns on MHM.
- Identify and Document best practices on safe and sustainable MHM.
- To identify 10 GPs in aspirational district and implement MHM action plan in pilot basis.
- Develop operational Guidelines on management of SWM units by SHG groups.
- Development of advocacy note on utilization of tied budget for WASH activities.
- Any other activities/tasks/responsibilities assigned by Commissioner, Panchayat Raj Department.

Duty Station: Department of Rural Development and Panchayat Raj, Bengaluru.

Reporting Officer: Commissioner, Panchayat Raj, Karnataka Panchayat Raj Commissionerate.

No.of Position: 01


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Age Limit: Not exceeding 45 years.

Duration of contract: The position is expected to start from September, 2023 to December 31, 2024.

Official Travel Involved: 8-10 days a month. TA/DA will be as per actual.

Remuneration: An invoice is to be submitted to the Commissionerate, along with a progress report every month. Payments will be made to the co-ordinator based on completion of agreed deliverables. Remuneration (against deliverables) of INR 75,000 per month is earmarked for the coordinator position (Consolidated/Fixed Basis)

Qualification/ Experience:

- Master's in Environment Sciences/Sociology /Public Health/Communication /Population Studies/ Rural Development /Water Management / Project Management/Social Work or equivalent field.
- Additional experience in the field of monitoring & evaluation/ MHM/WASH domain/ developmental sector.
- Experience in program planning, implementation, monitoring and evaluation.
- Experience in organizing training sessions/review meeting/workshops and undertaking advocacy.
- Proven conceptualization, quantitative and qualitative analysis, presentation, and report writing skills.
- Previous policy and planning experience with government is desirable.
- Excellent knowledge and experience in usage of MS Office and other software packages
- Excellent communication skills in English and Kannada would be essential for this assignment.
- Willing to frequent travel to different districts, taluks, universities, Gram Panchayats, and villages whenever required.
- Female candidates are encouraged to apply.


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Additional Requirements:

- Previous experience with multilateral or international/UN organization is desirable.
- Previous experience with Government is desirable.

Score Sheet:

Component	Score
Educational Qualification	25 Marks
Experience	25 Marks
Exam	25 Marks
Interview	25 Marks
Total	100 Marks

Selection Process: Duly received CVs, along with cover letters, will be reviewed by a hiring committee at the panchayat raj 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.

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 Coordinator (s). Highlight any experience related to WASH and Menstrual Hygiene Management (MHM)

Email both as attachments to prekar.recruitment@gmail.com with the subject Line: "State WASH and MHM Coordinator" by 23rd August, 2023 before 5.30 pm.

— 4 —


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