

Application has to be submitted on www.inductusjobs.com/un

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Position: Re-Block Coordinator (UNFPA) – Rajgarh MP

Employing Agency (Employer): Inductus Limited

Duration of the contract: 01-Jan-2025 to 31-Dec-2025 – 1 year (Initial contract will be issued till 31-May-2025) further extendable till 31-Dec-2025

No. of Vacancy: 1 (ONE)

Duty Station: Rajgarh (M.P)

Reporting Line:

1. Administrative Supervision- Inductus Limited
2. Technical supervision of Director - SIRD, Jabalpur
3. State Head, UNFPA MP office

Last Date for Application: 08-Jan-2025 (Mid Night)

Application has to be submitted on: www.inductusjobs.com/un (applications will not be considered by any other means)

CONTENT OF TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

1. About UNFPA:

The United Nations Population Fund (UNFPA) is an international development agency that works to deliver a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. UNFPA works in the areas of reproductive health and rights, comprehensive sexuality education, empowering young people including intensive interventions for adolescent girls in tribal, rural and urban settings, with gender as a cross-cutting area. UNFPA collaborates with the government, civil society organisations, academic institutions and other UN agencies. UNFPA works at the policy and programme levels in collaboration with the various departments and supports implementation of programmes through implementing partners to reach out to vulnerable young people, especially adolescent girls.

2. Background:

Gender Based Violence (GBV) is one of the most pervasive human rights violations. It can take many forms- physical, sexual, emotional, and economic. It denies women the right to survival, well-being and development. GBV poses a key barrier to achieving the Sustainable Development Goal (SDG) 5 on gender

equality, and also impedes progress on all the 17 SDGs. UNFPA's 10th Country Programme in India (2023 – 2027) has a specific sub output - community based mechanisms and structures strengthened to implement strategies that transform regressive gender norms that justify and perpetuate gender GBV and harmful practices. A key intervention under the sub output is evidence-informed community mobilization interventions conducted through existing platforms such as Panchayat Raj Institutions/women's collectives in UNFPA focus states to challenge regressive social and gender norms and create an enabling and safe environment for women and girls.

To take this work forward, UNFPA proposes implementation of a project to strengthen the capacities of Panchayati Raj Institutions including Elected Representatives of Panchayats by creating a Gender Cell at the State Institute of Rural Development (SIRD), Government of Madhya Pradesh (MP). With this project, UNFPA aims to enhance the value and well-being of women and girls by addressing discriminatory social norms at the local community level through the institutions of local self-governance - Panchayats. As the closest level of government to the people, Gram Panchayats are best placed to understand the local needs and challenges that need to be addressed. Gram Panchayats have the power to plan and implement development activities at the local level and to mainstream the SDGs into their regular planning and budgeting processes. Panchayats, at different tiers, can play an important role as influencers to promote awareness, lead to positive outcomes such as poverty alleviation, food security, climate change mitigation and adaptation, gender equality, peace and justice, and effective enforcement of rights.

As part of this intervention UNFPA is seeking applications from qualified candidates for the position of 'Block Coordinator' for providing programmatic implementation, field level coordination and monitoring of activities undertaken at the district and Gram Panchayat level.

Roles and responsibilities:

1. Facilitate the development of the District and Block level annual work plans in the district for implementation of activities in the identified Gram Panchayats under the project.
2. Oversee the implementation of the project activities and initiatives in the assigned block in collaboration with the block, district and state authorities in consultation with the Field Implementation and Documentation Officer, Gender Cell, SIRD, Jabalpur.
3. Facilitate convergent planning of activities with the Panchayat Raj Functionaries of health, education, woman and child development at the district level.
4. Determine criteria for identifying Gram Panchayats in the assigned block and provide support in implementation and management of activities at the Gram Panchayat level for the development of Model Women and Girl Friendly Gram Panchayat in consultation with the Gender Cell, SIRD, Jabalpur.
5. Assist in developing micro-plans and regular monitoring of project activities to ensure quality implementation of interventions.
6. Provide technical and coordination support in the development of training and capacity building plans for the PRIs and field level functionaries of line departments and ensure their participation in the training in the assigned block.
7. Facilitate convergence through trainings and various activities involving ANM, AWW, ASHA and PRI functionaries for improving linkages for addressing gender-based violence at the gram panchayat level in the identified block

8. Conduct social mapping of the village, and develop of Core Committee -Community Action Group at gram panchayat level, revitalize of Village Health Sanitation and Nutrition Committees (VHSNC) for strengthening utilization of the services by girls and women in the identified block
9. Facilitate strengthening of community-based groups i.e. adolescents' group, mahila mandal, SHGs by streamlining the meetings and developmental activities in coordination with PRIs and field functionaries.
10. Provide support in strengthening capacities of elected representatives, field functionaries, and community groups of selected gram panchayats on gender-based discrimination and gender-based violence for improving community perception for women and girls.
11. Facilitate the integration of gender by incorporating critical issues of women and girls in Gram Panchayat Development Plan (GPDP) by ensuring Mahila Sabhas in the villages are regularly organised.
12. Monitor the progress of roll out of IEC activities at grassroot level for ensuring community awareness and change in gender regressive behaviour.
13. Coordinate with relevant stakeholders from various line departments and NGOs for ensuring convergence of various schemes and programs for the benefit of girls and women. Identify opportunities to create linkages for vocational education, skill building, and various livelihood opportunities for women.
14. Conduct extensive field visits in assigned areas and provide handholding support for the field functionaries and PRIs for implementing interventions.
15. Strengthen community level interventions by organising and facilitating meetings of Community Action Group at regular intervals.
16. Organise coordination meetings with Gram Panchayat representatives in every quarter.
17. Organise coordination meetings monthly in clusters that includes 2-3 Gram Panchayat representatives and the PRI functionaries.
18. Monitor the progress by conducting data analysis and organize the periodic reviews at block with stakeholders to identify and address the gaps.
19. Timely submission of monthly progress reports, documenting good practices and learnings from project interventions.
20. Carry out other programme related activities as and when required by Gender Cell, SIRD and UNFPA.

3. QUALIFICATIONS /SPECIALIZED KNOWLEDGE/EXPERIENCE/ COMPETENCIES (CORE/TECHNICAL/FUNCTIONAL)/ LANGUAGE SKILLS REQUIRED FOR THE ASSIGNMENT (Please use as applicable):

Qualifications:

- Post Graduate degree in social work /Social Sciences/Humanities/Sociology/Counselling/Rural Development

Experience:

- At least 3 years of working experience in project implementation in the areas of gender-based violence, adolescent health, sexual and reproductive health
- Working experience with health system and community level activities
- Experience of working with adolescent girls' empowerment, adolescent health
- Experience of training methodologies and being a district level trainer
- Familiarity with documentation work
- Experience of working with the Government is desirable.
- Demonstrated experience in field level implementation of projects
- Experience of developing training strategies and undertaking trainings

Competencies:

- Ability to plan, coordinate and execute activities at State and District level.
- Ability to understand and address development related issues at the grassroots
- Willing to travel extensively in the State.
- Good documentation and data analytic skills
- Computer proficiency with commonly used Windows and MS Office software and database software.
- Proficient in written communication & presentation skills in English and Hindi.
- Ability to work with a diverse group at community settings

4. NATURE OF ENGAGEMENT:

The **Block Coordinator** shall be hired on a consultancy contract through **INDUCTUS**, a reputed HR Consultancy & Advocacy Firm.

REMUNERATION:

Rs 30,000/- to Rs. 35,000/- per month. TA/DA for official travel will be provided as per the third-party norms.

- Annual performance appraisal report against predetermined tasks and assignments.
- Any other reporting and documentation related to the assignment.

Selected Consultants will be hired through an outsourced agency hired by UNFPA.

Contract Extension: The contract is extendable based on performance and programme needs

REPORTING:

The Block Coordinator will work under direct technical supervision of Director - SIRD, Jabalpur in coordination with Project Coordinator and Field Implementation and Documentation Officer - SIRD & UNFPA project and will report to the State Head, UNFPA Madhya Pradesh Office.