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**(pdf format only)**

**Position:** STATE CONSULTANT – KNOWLEDGE MANAGEMENT FOR WASH & CCES

**Employing Agency (Employer):** Inductus Limited

**Duration of the contract:** Initial period till 31<sup>st</sup> May 2025, (further extendable up to Dec-2027, based on fund availability & consultant's performance)

**Remuneration:** Gross compensation budgeted for the position is very attractive. Please note that the offer made to the selected candidate shall be commensurate with qualifications, experience, and salary history. Applicants to mention their current professional fee & expected professional fee on [www.inductusjobs.com/un](http://www.inductusjobs.com/un)

**No. of Vacancy: 1 (ONE)**

**Duty Station:** Patna (Bihar)

**Reporting Line:**

1. Administrative Supervision- Inductus Limited
2. Technical & Operational: WASH & CCES Specialist
3. **Last Date for Application:** 15<sup>th</sup> January 2025 (Mid-Night)

### **TERMS OF REFERENCE (TOR) – CONNECTOR**

#### **1. ORGANIZATION BACKGROUND**

A United Nations agency responsible for providing humanitarian and developmental aid to children worldwide. The organization works in over 190 countries and territories to save children's lives, defend their rights, and help them fulfil their potential, from early childhood through adolescence. The agency works with government and partners to ensure that every child in India has access to clean water and safe sanitation facilities, and practices good hygiene behaviours. Collaboration and convergence are a vital feature of the Agency's Country Programme in India, where WASH is positioned as cross-cutting support contributing towards results in all aspects of a child's survival, growth, and development. The WASH programme is also positioned to prevent malnutrition and preventable diseases, reduce neonatal mortality, and improve education outcomes.

The UN Agency supports the Government of India's flagship programmes, including the Swachh Bharat Mission, the Jal Jeevan Mission and WASH in Schools (including preschools called 'Anganwadi's). The agency also supports WASH in health care facilities and district-wide WASH interventions, supporting planning and implementation and incorporating behavior change into state and national guidelines and costed plans. To support lagging states and districts, the UN agency works in 16 states and 192 districts, technically supports the Government, assists in alternative service delivery approaches, and mobilizes public institutions and partners, including the private sector, around WASH services. The agency has expanded its programme from rural to urban areas, where the urban poor are often left out of the sanitation equation.

## **2. RATIONALE**

Government of Bihar has made significant progress in drinking water supply and sanitation for inclusive development of the State. Har Ghar Nal Ka Jal, the State flagship programme with an aim to provide access to piped water supply to every household through FHTC has been reached more than 95.75% of households as of December 2024 as per JJM Dashboard. Though the coverage is near to the saturation, operation, and maintenance of the PWSS is critical to ensure uninterrupted water supply and behavioral aspects plays a significant role for its effective functionality.

Swachh Bharat Mission (Gramin)/Lohiya Swachh Bihar Abhiyan (LSBA) has been playing a critical role with an aim to eliminate open defecation and ensure cleanliness and hygiene in the rural areas of the State. It has achieved notable success in recent years with persistent efforts from the Government and development partners. The state is now working towards sustaining open defecation free status with relevant programming in areas of ODF Sustainability (ODFS) & ODF Plus. Water and sanitation facilities have increased steadily across public institutions i.e. Schools, AWCs, and Healthcare facilities. However, effective operation and maintenance both household level as well as institutions is critical to sustain the infrastructure to get the benefits out of it.

Bihar, one of India's most populous states, is highly vulnerable to climate change. Rising temperatures, changing precipitation patterns and increased frequency of floods and droughts threaten agriculture, water resources and human health. Bihar's flat topography, dense population and limited infrastructure exacerbate flood risks, particularly during monsoons. Climate change also impacts agricultural productivity, affecting livelihoods and food security. State's Jal-Jeevan-Hariyali Mission is an ambitious multi stakeholder program aimed at addressing issues of water conservation, ground water recharge, afforestation, agro reforms and alternate energy promotion, and making the State climate resilient.

At this crucial juncture, Knowledge Management (KM) plays a vital role across WASH and CCES program area to address the complex challenges and ensure sustaining the gains of various State / National flagship programs for the long-term benefit of women and children in the State. In addition, KM ensures that WASH services are delivered effectively, with access to relevant

knowledge, expertise, and resources. It facilitates community engagement and participation in WASH and CCES initiatives, promoting ownership and sustainability. It helps capacity building of key stakeholders and promotes collaboration among government agencies, CSOs, and private sector organizations, reducing duplication of efforts and improving resource utilization. KM ensures that decision-making is informed by relevant, accurate, and up-to-date data and research and facilitates the sharing of best practices and lessons learned, promoting evidence-based decision-making, and improving program effectiveness and scaling up of successful interventions, promoting wider impact and coverage.

### **3. PURPOSE OF ASSIGNMENT**

The purpose of the assignment is to assess the KM systems, identify gaps and develop strategies to improve knowledge sharing and management across the WASH & CCES programme areas of the UN agency. One of the core elements of the TA is to develop and implement KM systems, tools, and processes tailored to the needs of WASH and CCES stakeholders for the different national/state flagship programs/schemes like SBM, JJM/JJHM, MGPNY, SBSV/SVP, Kayakalp, Mission LiFE etc. Develop and deliver training programs to build the capacity of stakeholders in KM, WASH, and CCES are critical areas of support to be extended as part of the TA. The TA can help improve knowledge management, sharing, and collaboration among WASH and CCES stakeholders in Bihar, ultimately contributing to better decision-making, program effectiveness, and sustainable development.

### **4. OBJECTIVES**

- To design and develop KM systems, tools, and processes tailored to the needs of WASH and CCES stakeholders, improving knowledge management efficiency and effectiveness.
- To design and deliver training programs to build the capacity of stakeholders in KM, WASH and CCES, promoting a culture of learning and adaptation within the WASH and CCES communities.
- To streamline knowledge management processes aimed at increasing the impact and effectiveness of WASH and CCES programs.
- To develop and disseminate knowledge products, such as research reports, policy briefs, fact sheets and best practice documents.
- To facilitate knowledge sharing and collaboration among stakeholders through workshops, seminars, and online platforms.
- During emergencies, provide technical support to State and districts to assess damage and loss to WASH sector, particularly to prepare the recovery plan and to monitor and coordinate implementation of WASH response from Government and other stakeholders in camps and affected villages.

### **5. MAJOR TASKS TO BE ACCOMPLISHED**

- Identifying knowledge gaps and needs of WASH and CCES stakeholders in Bihar.
- Analyzing existing knowledge management systems, tools, and practices and developing a comprehensive report outlining findings and recommendations.
- Designing a tailored KM strategy aligned with Bihar's WASH and CCES goals and objectives outlining key activities, timelines, and resources required.

- Developing and implementing KM systems, tools, and processes tailored to the needs of WASH and CCES stakeholders.
- Designing and establishing knowledge sharing platforms, such as databases, repositories, and online forums and integrating KM systems with existing information systems and technologies.
- Designing and delivering training programs to build the capacity of stakeholders on KM, WASH, and CCES.
- Conceptualizing and organizing knowledge sharing events, workshops, and conferences to facilitate collaboration among stakeholders.
- Developing and disseminating knowledge products, such as research reports, policy briefs, fact sheets, human interest stories and best practice documents.
- Promoting a culture of learning and adaptation within the WASH and CCES communities and facilitating communities of practice and learning networks among stakeholders.
- Establishing partnerships and collaborations with key stakeholders, including government agencies, CSOs, academia, and private sector organizations for KM interventions.
- Developing and implementing a monitoring and evaluation framework to track the effectiveness of KM interventions.
- Conducting regular assessments and evaluations to identify areas for improvement and inform future KM strategies.
- Documenting and sharing lessons learned and best practices in KM for WASH and CCES with a special focus on Equity, Inclusion and Gender Transformative approach.
- Providing technical assistance to stakeholders for development of KM plans and strategies for specific projects and programs and facilitating knowledge sharing and collaboration agreements among stakeholders.
- Conceptualize and support development of an online repository for different Knowledge Management products, including documents like training manuals, communication material, policy documents etc. on WASH & CCES.

## **6. END PRODUCTS**

Monthly deliverables covering reports from the followings:

Monthly Progress Report on Knowledge Management across WASH & CCES program in Bihar

- A tailored KM strategy aligned with Bihar's WASH and CCES goals and objectives.
- A detailed action plan outlining key activities, timelines, and resources required.
- A framework to track the effectiveness of KM interventions.
- A web-based platform for sharing knowledge products, research, and best practices.
- In-depth research reports and policy briefs on key WASH and CCES topics.
- Documentation of successful WASH and CCES interventions and best practices.
- Visual aids to communicate complex WASH and CCES concepts.
- Training manuals and guides for stakeholders on KM, WASH, and CCES.
- Delivery of training programs and workshops for stakeholders.
- Plans for coaching and mentoring stakeholders on KM, WASH, and CCES.
- Organization of knowledge sharing events, workshops, and conferences.

- Establishment of communities of practice and learning networks among stakeholders.
- Development of partnerships and collaborations with key stakeholders.
- Regular reports on the effectiveness of KM interventions.
- Documentation of lessons learned and best practices in KM for WASH and CCES.

#### **7. OFFICIAL TRAVEL INVOLVED**

- Maximum of 4-6 days travel in a month within State with prior Travel Authorization.
- Consultant will be required to travel to different districts in the State (2-3 Districts / month).
- DSA shall be payable as on actual number of nights spend out of duty station.
- In all 2-3 trips per month.
- 2-3 out of State trip of 3-4 days each may have to be undertaken.
- Maximum 10 days of out of State travel in the entire contract period

#### **8. QUALIFICATION AND COMPETENCIES**

- Master's degree in communication/environmental science/public health social science or any other relevant discipline.
- At least 5 years of relevant work experience preferably in water, sanitation, and hygiene as well as climate change and environmental sustainability interventions.
- Hands-on experience in knowledge management of WASH & CCES programs.
- Excellent written and verbal communication skills.
- Experience with programme planning, implementation, and evaluation.
- Knowledge & understanding of WASH rights viz-a-viz Right to Education.
- Computer skills, including MS-Office (MS Word, Excel, Power Point etc.)
- Sensitivity and understanding on gender, equity, inclusion, diversity issues in context of Bihar.

#### **9. ESTIMATED DURATION OF CONTRACT (PART TIME / FULL TIME)**

The initial contract against this TOR would be up till May 2025 from the date of issuing. The contract could further be extended maximum up to the end of 2027 as per the programmatic requirements, performance of the consultant and funding availability.