



TERMS OF REFERENCE:

MISSION MANAGER - STATE PARTNERSHIP UNIT AND PARTNERSHIP WITH OTHER ORGANISATION

DDU-GKY

GENERAL INFORMATION

Ministry of Rural Development (MoRD), Government of India, is implementing a placement linked skill development program called the DDU-GKY i.e. Deen Dayal Upadhyaya Grameen Kaushalya Yojana (erstwhile Aajeevika Skills Program). DDU-GKY aims at alleviation of rural poverty through skill development and regular job placement for poor rural youth in the age group of 15-35 years.

DDU-GKY is unique in its design under the National Rural Livelihood Mission (NRLM). It gives priority to disadvantaged groups such as the SC/ ST/ women/ minorities and people with disability (PWD); it focuses on market-led training programs to ensure employability of youth and it emphasizes on partnership with private sector, NGOs, CBOs (Community Based Organization) and others for skilling and placement delivery.

DDU-GKY is implemented through a 3 tier structure with MORD at the apex as the policy making, facilitation and coordination agency; the State Skill Missions (SSMs) or State Rural Livelihood Missions as the state level nodal implementation support agencies and Project Implementation Agencies (PIA) who serve as the skill and placement providers under the program. The DDU-GKY envisages a central role for SRLMs/SSMs in driving the program delivery, its quality and outcomes. The DDU-GKY Guidelines provide additional information on the program. The Guidelines and SOP can be accessed under the resource section of the DDU-GKY website at <http://www.ddugky.gov.in>.

One of the key objectives of DDU-GKY is to secure decent employment to rural youth from marginalized sections of poverty so as to provide them and future generations, pathways to overcome poverty. To this end DDU-GKY requires

effective, committed, sustainable partnerships with industry-national and international.

States are central to effective implementation of the program. To facilitate effective partnerships with states focused on quality outcomes for the program.

To address the above stated requirements the Rural Skills Division requires the services of 1 professional expert at L2 Level, to function as 'MISSION MANAGER- State Partnership. Remuneration for the post will be as per qualification and experience of the selected candidate.

To address these requirements the DDU- GKY requires the services of 1 Mission Manager- State Partnership and Partnership with other Organizations at **L2 LEVEL.**

OBJECTIVES OF THE ASSIGNMENT

The MISSION MANAGER- State Partnership will work under the overall guidance of the officers of Skills Division (MoRD).

Key Results to be achieved are

The Mission Manager will be primarily responsible for supporting DDU-GKY project to establish robust project appraisal, approval and monitoring processes and oversee its implementation as per prescribed procedures.

The consultant would also build capacity of key units and partners of DDU-GKY as well as state skill missions to help the states to adopt robust project management practices and to transition to autonomous states under the program.

S/he will work towards attainment of the results envisaged under the program to the required standards of quality and as per the approved policy

SCOPE OF WORK

The consultant to support following activities:

The **Mission Manager** will play a key role in ensuring that DDU GKY is recognized as a benchmark programme in the skilling sector and maintains high reputation/visibility amongst its partners and stakeholders. Apart from this, below are some of detailed works:

1. Providing views and comments on the feasibility and sustainability of various initiatives/ action plans submitted by State Governments
 2. Ensuring that States achieve the Action Plan target allocated to them under DDU-GKY through continuous monitoring, evaluation & handholding the State teams
 3. Supporting SRLMs/SSMs in processes for developing Annual Action Plans (AAP) including budgets & providing technical inputs for effective implementation of DDU-GKY
 4. Collation & sharing of best practices from skilling ecosystem with States & assisting them in implementing as per requirements
 5. Supporting NMMU team during policy discussions & provide critical inputs for effective decision making
 6. Contribute towards strengthening of DDU-GKY by proposing innovative solutions & work towards making the scheme more participatory by suggesting ways of including candidates from all social categories
 7. Suggest improvements in systems aimed at robustness of DDU-GKY scheme
 8. Ability to liaison with various Sector Skill Councils for collaboration aimed at expanding scope of DDU-GKY
 9. Ability to explore newer partnerships with industry for increased employment opportunities for DDU-GKY candidates
 10. Ensuring smooth sharing of information & knowledge between NMMU and State teams
 11. Support and guide the thematic units in the selection, design and implementation of appropriate studies as required from time to time.
 12. Facilitate SRLM to design guidelines and protocols to implement DDU-GKY activities in the state and approvals of manuals - human resource, financial management, community operational manuals etc from competent authorities;
 13. Facilitate SRLM in developing and fine-tuning of program strategies for social mobilization and institution building, financial inclusion and livelihoods based on learning from ongoing work;
 14. Facilitate SRLM to operationalize various systems including financial management, procurement, monitoring and learning, MIS, ICT, and learning systems including baseline and thematic studies, process monitoring, and community monitoring;
 15. Facilitate SRLM in managing convergence and partnerships;
 16. Any other tasks that may be assigned from time to time.
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Skills and Competencies

- Ability to communicate with different stakeholders as per requirements.
- Ability to suggest solutions to complex problems.
- Confidence to attend meetings at highest level.
- Analytical and problem solving skills.
- Sensitive, thoughtful & positive in intent & action.
- Demonstrated ability and experience of coordinating with government officers, professionals, communities and other stakeholders.
- Excellent interpersonal communication (both written and verbal) and presentation skills.
- Ability to function effectively as a team leader and team member interchangeably.
- Gender sensitivity.
- High level of integrity and honesty.
- Ability to understand and consistently apply organizational policies and procedures in work.
- Ability and willingness to travel extensively.

MINIMUM ELIGIBILITY CRITERIA

The successful candidate will have the following qualifications:

Essential :

- Post Graduation degree from an institute of national and international repute in Economics/ Social work/ Statistics/ Management, Rural Development, Development Studies, or related fields.
 - Minimum Experience of 10 years, with a minimum of 5 years of experience in livelihood/skilling or similar Rural Development government programs.
 - Experience of working in similar areas with Government projects (Centre or State) in India will be given preference
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Desirable:

- Ability to present to large audience with strong written and oral communication skills.
- Self-driven with high capacity for autonomous work with the ability to be a strong team player
- Ability to work under pressure as per timelines
- Experience working in similar areas working for Government projects in India will be given preference.
- Experience of working in rural belts/conflict zones/backward districts to be given preference
- Experience of working with District Administration/Block Administration & familiarity with Government structures would be an added advantage
- The candidate shall have integrity, strong work ethic and high sense of personal commitment

SCHEDULE & LOCATION

The Mission Manager shall be appointed Full- Time (on contract) till 4th July 2024. The tenure is extendable on performance of the candidate and/or need of the programme. The role shall be based out DDU-GKY office in Delhi and may be required to travel to other offices in States as required.

REPORTING

The Mission Manager shall report to:

Director (Rural Skills)

7th Floor, NDCC-II Building
Jai Singh Road,
New Delhi-110001

Or to any other person assigned by CEO(NRLPS) or Joint Secretary (Rural Skills)

Remuneration

Remuneration for the role will be Minimum Rs 1,00,000- Rs. 1,55,132/- per month as per qualification and experience plus travel related reimbursable as per the NRLPS norms.

Please apply by sending your latest CV to nrlps.advt@gmail.com. The last date of submission of CVs is 16th August, 2022 till 5.00 PM.

Please note that the applications not furnished in the prescribed format are liable to be rejected.
