

TERMS OF REFERENCE

Title	Community Development & Social Protection Technical Adviser	Occupant	Vacant
Reports To	Senior Manager TCPSU	Project	Technical Cooperation Project Support Unit (TCPSU) for the Madhya Pradesh Rural Livelihoods Project (MPRLP)
Status	Long-term contract	Location	Based in Bhopal, Madhya Pradesh
Period	12 months	Authorised By	An Hutton (Project Manager)
Special Conditions	Travel required to MP Districts and Delhi.	Closing Date	13.00 31 st May 2010

PURPOSE OF POSITION

The national consultant will be contracted by Coffey International Development and, engaged through the Technical Cooperation Project Support Unit (TCPSU) to provide:

- a) strategic technical advice on in Community Development and Social Protection to the Panchayat Rural Development Department of the Government of Madhya Pradesh (GoMP) to support the delivery of the State Rural Livelihoods Mission and
- b) support the State Project Management Unit (SPMU) of the DFID-funded Madhya Pradesh Rural Livelihoods Project (MPRLP).

Assignment objectives:

1 Provide support to the GoMP on community development and social protection aspects in the design, piloting and roll-out of the SRLM which is using Self Help Groups (SHG) as a central strategy to ensure functionally effective, self-managed and self-governed institutions

2. Provide support and technical advice to the SPMU and district team on community development, social protection, gender and financial services for supporting the Madhya Pradesh Rural Livelihoods Project especially in achieving the objectives of the project and feeding lessons into the SRLM.

The following are the key areas to provide state level support: (approximately 60% of time)

- Provide guidance and technical advice to GoMP on community development, gender, social protection and financial services issues on reaching the poorest drawing on practical evidence-based experiences drawn from rural development programmes in MP and, India.
- Provide support and guidance to GoMP on scaling-up of key lessons from existing rural poverty programmes being implemented in the State;
- Provide support to conducting a situational analysis on the status of SHGs in MP and other priorities that may be identified;
- Other areas of support at the state level can include but may not be limited to:
 - Developing a programme for conducting capacity-buidling and livelihood training of SHGs
 - Support the development of monitoring and evaluation systems and processes for SRLM
 - Map-out a timebound process for delivering inputs required to support the launch of the SRLM

At the project level: (Approximately 40% of time)

- Work with, provide technical advice and support to SPMU and District teams on delivery of the gender and social protection work plan.
- Support the team to align their plans to the broader SRLM priorities for easy convergence.

Assignment outcomes:

- Develop a strategy and action plan for SHG strengthening for the roll out of SRLM;
- Increased understanding of community development, gender, social protection and financial services that is reflected in the delivery and, implementation of MPRLP;
- Greater integration of MPRLP's outputs into the delivery of the SRLM

ACCOUNTABILITY / WORKING RELATIONSHIPS

The Community Development & Social Protection Adviser will:

- support the Principal Secretary and, other key stakeholders in the P&RDD
- support to the Executive and Advisory Committees established to oversee the SRLM.
- work closely with and support the MPRLP Project Coordinator and project State Coordinators (workplan to be shared with both before finalisation);
- report to the Senior Manager (TCPSU)
- be subject to the Coffey Code of Conduct.
- Develop clear action plans with allocation of timebound deliverables that cover project and State-level with workplans that have clear allocation of time and responsibilities that are agreed with the Project Coordinator and, SRLM Executive Committee.

JOB SPECIFICATION

- Institutional analysis of status of SHGs
- Capacity building of SHGs at State, district levels.
- Provide guidance in the development of initiatives based on best practices on community development, gender, social protection and financial services.
- Monitoring and Evaluation systems and processes for assessing community development and social protection activities.
- Prepare and deliver detailed learning – policy papers, case studies, seminars and workshops – to support the SRLM from MPRLP activities on community development and social protection..
- Support implementation of MPRLP gender and social protection plan

PERSON SPECIFICATION

Qualifications:

- Masters degree in sociology, anthropology, economics, political science, rural development/management.

Essential Experience:

- A minimum of 10 years working on community development, gender social protection and delivery of pro-poor financial issues in India; including, women empowerment;
- +5 years working in rural livelihoods and community development;
- Proven track record of developing policy advocacy;

- Good understanding of rural development issues in India, and Madhya Pradesh
- Ability to understand and communicate at the village-level and with other stakeholders; and
- Proven track record of mobilisation of poor households through SHGs to alleviate rural poverty

Other Relevant Experience

- Working with senior personnel in State Governments in India in providing strategic support in community development, gender, social protection and pro-poor financial services
- Working on DFID funded projects.

Knowledge:

- Concepts and practical application on community development and social protection;
- SHGs;
- Working with Gram Sabha, Panchayat Raj Institutions and community level institutions;
- Working with government
- Sustainable livelihoods approach;

Personal Skills & Abilities:

- Excellent interpersonal skills;
- Excellent presentation, oral and written communication skills in English and Hindi;
- Excellent listening and negotiation skills;
- Excellent organisational skills;
- Leadership skills and ability to lead on difficult or sensitive issues
- Strong team player;
- Motivated self-starter;
- Patience and resilience;
- Ability to think clearly and logically; and
- Focus on results and outcomes.

BACKGROUND INFORMATION

A significant policy decision has been taken by Government of India to restructure its flagship rural livelihood program Swarna Jayanti Gram Swarozgar Yojana (SGSY) - and take up its implementation in a mission through the **National Rural Livelihood Mission (NRLM)** and make it universal in application, focused in approach and time bound for poverty eradication by 2015. The restructuring of SGSY as National Rural Livelihood Mission has been conceived as a cornerstone of national poverty reduction strategy and is expected to be subsumed in the MP State Level Rural Livelihoods Mission that is to be set up to implement National Rural Livelihoods Mission. The Department for International Development (DFID) has allocated £5 million over the next year (2010-2011) to prepare for the roll-out of the SRLM.

The GoMP has been supporting a number of rural elimination programmes and, DFID has also allocated £45 million over 5 years (2007-2012) to support the **Government of Madhya Pradesh's Rural Livelihoods Project (MPRLP)** Phase 2. Its purpose is to ensure sustainable improvement in the livelihoods of poor rural people in tribal districts of Madhya Pradesh. This programme supports Government of India and State policies laying increased emphasis on decentralised rural development, and focuses on the poorest tribal people in Madhya Pradesh. It has now developed workable methodologies and success stories that can be utilized for state-wide scaling up programmes and, will be instrumental in informing the development of the SRLM and providing a platform for the implementation of SRLM.

The project addresses the livelihood needs of the poorest people in Madhya Pradesh, mainly tribal people,

living in the areas with least access to natural resource endowments, services and livelihoods opportunities. The MPRLP approach, developed successfully during Phase 1, is based on working through the Gram Sabhas or village assemblies, to build their capacity to plan and manage development activities and to improve the lives and well-being of poor and vulnerable groups. Funds are transferred directly to the Gram Sabhas to support specific livelihoods enhancing activities. These include livestock and crop support, soil and water conservation, improved management of key natural resources, financial services and support for the development of sustainable rural enterprises.

Phase 2 builds on the basic approach developed under Phase 1, with the addition of new components or emphasis. It looks at ways of protecting, and not just promoting, the livelihoods of vulnerable people. It includes a strong emphasis on social protection. This will involve improving people's understanding of their entitlements and ability to demand their rights – as well as identifying innovative mechanisms to reach the poorest. Resources are provided to achieve more equitable access for women and men to livelihoods opportunities. Phase 2 expands the scope for piloting, demonstrating and learning from new approaches, sharing these with the Government of Madhya Pradesh (GoMP) and working to ensure that they are mainstreamed within long-term schemes and programmes of the relevant line departments.

More detail about the MPRLP project background, approaches, and progress information can be accessed at www.mprlp.in.

The **Technical Cooperation Project Support Unit** (TC-PSU) supports the GoMP in the delivery of MPRLP Phase 2. TCPSU provides MPRLP appropriate access to high quality technical assistance, implementation support and capacity building consultancy and training services on a demand-driven basis to address the specific needs as articulated by MPRLP staff and DFID. As a process-oriented project, the major focus in Phase 2 will need to be on provision of addressing the demands of scaling up and rolling out to deliver a greatly expanded coverage which will call for greater emphasis on implementation support and a careful balance between strategic guidance and practical hands-on support to the state and district project teams. Capacity building at all project institutional levels will be a crucial element and, a key role of the TCPSU is to provide committed and appropriate capacity building support in the form of knowledge and skills transfer to ensure that capacity building and institution building is central to all TC inputs.

CLIENT SERVICE STANDARDS

It is important for Coffey International Development staff and team members to understand that its clients are contracting and paying Coffey International Development to be a professional, responsive and proficient contractor. In the context of this, Coffey International Development staff and team members are not to approach clients for solutions or additional inputs for every problem, rather they should be able to identify and quickly address and solve problems in activity management.

All Coffey International Development staff and team members are committed to the following Client Service Standards:

- Implement activities professionally, with a focus on quality, developmental impact and long term sustainability and with proper regard to cross-cutting development policies, such as gender and the environment, and the whole-of-government approach to development.
- Maintain productive relationships with their counterpart Government and activity stakeholders. This includes a genuine focus on transferring skills to counterparts and promoting counterparts' longer term "ownership" throughout the delivery of the activity.
- Focus on achieving results and outcomes in a manner that is always accountable and demonstrates probity, procedural fairness and value for money.
- Take responsibility for progress of activities, consulting actively with the client and their counterpart on important problems and issues.
- Use experience and judgement to identify substantive problems in advance and then approach the client (and where appropriate the counterpart) with well-considered, well costed, options and recommendations.
- Demonstrate value adding, innovation, analytical rigour and quality assurance in project or activity management. This includes ensuring quality, clarity and accuracy of reporting, invoicing and financial management.
- Promote high standards of personal conduct/behaviour, teamwork and respect at all times. Lapses in these areas undermine relationships with counterparts, undermine activity effectiveness and reflect poorly on the client.
- Never make decisions that are the proper preserve of foreign governments and/or the funding agency, which alter the substance of the activity or create "surprises" for the client or the counterpart.

Interested candidates may send your detailed CV with full contact details (including email, mobile numbers and landline numbers, two references (with full contact details) to: hema@tcpsu.org by 13.00pm on 31st May.

Salary will be negotiable with Coffey International Development, United Kingdom.

Only short-listed candidate will be notified and invited for interview during the 7-8th June 2010.

Telephonic enquiries will not be entertained.