

NOTIFICATION

The Director, Department of Social Defence, Chennai invites applications for the following vacancies from eligible candidates for Integrated Training Centre for Social Empowerment (ITCSE). The personnel to be recruited for the Integrated Training Centre for Social Empowerment will not be a government employee and will be appointed on contractual basis at a consolidated pay.

Designation	To be Posted at	Number of Vacancy
Team Leader - Capacity Building	ITCSE, Kellys, Chennai	1
Team Leader - Mainstreaming	ITCSE, Kellys, Chennai	1
Team Leader - Communications and Public Private Partnerships	ITCSE, Kellys, Chennai	1

Job Description

I. Capacity Building

Qualifications:

- Post-graduation in Social Sciences, Humanities and allied courses
- At least 3 years of experience in planning capacity building exercises, programmes for the workforce development
- Ability to work independently with minimal supervision
- Excellent skills in writing reports and, case studies, AV materials and media articles
- Proficient with Microsoft Word/ Google Suite
- Experience with design software (Adobe/ Photoshop/ Canva)
- Willingness to travel

Major Tasks:

- To assess capacities of the CP workforce, initiate Capacity building programs and provide supportive supervision to the Mission Vatsalya (MV) implementation units in state and districts in the state.
- Develop a capacity-building training strategy / calendar including

state and district level structures / community networks.

- Capacitating key duty bearers to discharge their role in a gender-responsive manner
 - Online and face to face training programmes to stakeholders to sensitize on gender, adolescent empowerment, risk mitigation strategies, climate change, etc
 - To inculcate police with child-friendly policing skills
 - Devising risk mitigation strategies for field functionaries.
- Identify State-wide training and capacity building needs of the CP workforce.
- Assist in / liaise with identified agencies in development of course content and training programmes aimed at capacity building.
- Assist the department in identification of additional training agencies based on the needs.
- Preparation of training tools /systematic operation procedures/ guidelines for software - based activities.
- Support for publication work & undertake any other assignments, which may be assigned from time to time.
- Identify and build a strategic partnership with the Academic Institutions, Judiciary Academy, and other leading / potential institutions for effective and efficient implementation of multi-sector workforce development programmes in the state.
- Build a cadre of Master Trainers in Child Protection.
- Develop a target and sector specific training cum resource materials.
- Facilitate an impact assessment of the training programmes.
- Rolling-out of the EVAC Action Plan in Tamil Nadu.
- Submission of Monthly Plan with deliverables to DSD and UNICEF.
- Any other support required by the Director DSD / SPS UNICEF.

II. Mainstreaming

Qualifications:

- Post-graduation in Social Sciences, Humanities and allied courses
- At least 3 years of experience in the social sector especially preferred in the area of child protection
- Experience working with multiple government stakeholders
- Ability to work independently with minimal supervision
- Excellent skills in writing reports and presentation skills
- Proficient with Microsoft Word/ Google Suite
- Experience with design software (Adobe/ Photoshop/ Canva)
- Willingness to travel

Major Tasks:

- To ensure smooth coordination and collaboration among key stakeholders for ending all forms of violence against children.
- Organize regular state level meetings among government departments, NGOs and others relevant organizations to synergize efforts against violence against children
- Coordination of the project Thirupumunai.
- Ideate, coordinate, and move forward with the Tamil Nadu State Policy for Children – 2021 with the Department of Social Defence.
- Strengthen the District Child Protection Units, especially Protection Officers - Institutional Care and Non - Institutional Care to encourage Alternative forms of care for children entering the system. Improving the gate-keeping mechanisms for Child Welfare Committee to ensure the idea of 'institutional care should be a measure of last resort'.
- Consult government stakeholders / experts to revise SOPs, policies, programmes, and capacity-building exercises and strengthen Alternative Forms of Care.

- Developing social security scheme mapping in detail for the department to link vulnerable children and their families as a part of family strengthening.
- Improving the Child Protection Services at all levels to ensure community gate-keeping mechanisms to minimize institutionalization of children.
- Providing technical assistance to the Department to formulate policies, programmes, frameworks, and any form of knowledge products on Child Protection.
- Improve the after-care services program by identifying the key working areas and developing mechanisms with the help of the departmental resources for dissemination activities.
- Facilitate periodic review of ICP implementation at the district level and to monitor CWC's functioning.
- Identify relevant stakeholder departments, make orientation visits to head of the departments to orient on the roles and responsibilities towards child protection, establish a formal channel of communication, and regularize follow-ups.
- Functionalizing the department-wise Standard Operating Procedure and monitoring its progress; follow-up of CP State Action Plans and to monitor its progress.
- To ensure District Task Force and community level meetings in the districts in relation to child protection issues are regularly conducted in all the districts.
- Identify and leverage social protection platforms / schemes / programmes to consolidate De-institutional and family strengthening programme.
- Submission of Monthly Plan with deliverables to DSD and UNICEF.
- Submission of Monthly / Quarterly / Annual report includes the progress report of the Indicators in the Joint Plan of Action (2024-2025) to DSD and UNICEF
- Any other support required by the Director, DSD / SPS, UNICEF

III. Communications and Public Private Partnerships

Qualifications:

- Post-graduation in Social Sciences, Humanities, CSR, Visual Communication and allied courses
- At least 3 years of experience in building Public Private Partnerships and implementing social communication strategies
- Strong social media presence
- Website and social media platform management skills
- Ability to work independently with minimal supervision
- Excellent skills in writing reports and, case studies, AV materials and media articles
- Experience with design software (Adobe/ Photoshop/ Canva)
- Willingness to travel

Major Tasks:

- Develop a communication strategy
- Managing the media relations and counterparts.
- Prepare local messages and pretest through a participatory process, specifically targeting key stakeholders and at-risk groups
- Identify and build a communication plan for community groups such as community leaders, religious leaders, health workers
- Support preparation, production and dissemination of educational material including print, electronic media on issues related to Child Protection
- Maintain a website, mobile app, Facebook page and other social media platforms.
- Implement and maintain the social communication activities, especially collaborating with media for specific campaigns of prevention and response mechanisms
- Support drafting talking points, speeches, press releases, interviews, events, photos and other communication products.
- Produce and disseminate newsletter highlighting success stories and best practices.
- Provide guidance for exhibition planning and assist in the preparation and set up of the booth and displays at major events.
- Create visual products and design graphic products
- Identify and line list existing and potential partners in private

sectors such as corporates, academic institutions, civil societies for collaboration with the Government department on child protection issues.

- Design and conduct a State Level Corporate Conclave
- Develop a greater public-private partnership strategy, framework and provide transparent mode of scheme for public-private partnership

Interested candidates may immediately fill in the google form with the link below.

Form Link -

https://docs.google.com/forms/d/e/1FAIpQLSfit1Hi6mipyE3rc9pPi37awSxIyM0XEzq-glqsiW6o8KMiUw/viewform?usp=sf_link

QR Code



Last date for filling the application: 18th February 2024

Only short-listed candidates will be notified about the interview date.

Director

Signed by Amar Kushawha

Date: 10-02-2024 08:01:10

Department of Social Defence