

BIHAR VIKAS MISSION

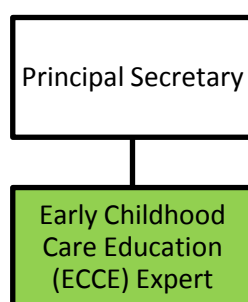
Job Description



1. General Information

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| Position Title: | Early Childhood Care Education (ECCE) Expert |
| Reports to: | Principal Secretary – Social Welfare Department |
| Department: | Bihar Vikas Mission |
| Job Code: | |

2. Organization Chart



3. Key Accountabilities

Strategizing and Expert Advisory

- Provide required guidance and support in the implementation of ECCE component of the ICDS programme under the anchorage of Department of Social Welfare
- Provide expert advice and technical inputs for the development of ICDS Annual Programme Implementation Plan to include the ECCE component and strengthen its structuring, implementation and related training and monitoring
- Provide expert advice to the Department to design and plan the strategy for reviewing implementation of programme on the ground and assist in streamlining the process
- Anchor the process of coordinating and compiling ECCE data by helping the Department to develop critical indicators to map the success of ECCE component under the ICDS programme
- Assist the Department in identifying areas/sectors/districts/blocks for improvement with respect to ECCE and chart the plan for training and development of the concerned functionaries (Anganwadi workers and helpers)
- Compile and adapt training packages for ICDS functionaries through programme analysis, case studies, best practices and innovations
- Prepare ECCE training bundles to enhance AWH and AWWs capability in dealing with children of different social backgrounds (very poor urban slum communities, ecologically deprived children, family labour, working children, nomadic communities etc., girl child in SC ST communities)
- Ensure use of media and innovative/creative techniques for ECCE training of Department and other concerned functionaries
- Design and lead the implementation of training of trainers of AWTCs / MLTC faculty and District ICDS functionaries on ECCE, as required
- Suggest key modifications in conjunction with concerned Department functionaries in the implementation of ECCE component to enhance its impact on the children, as required
- Provide feedback / course correction suggestions and training report, at request or at own

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initiative, to Principal Secretary of Department and other key functionaries

Continuous Improvement

- Identify opportunities for continuous improvement of systems, processes and practice taking into account international and national best practices, in order to facilitate cost optimization and productivity improvement

Policies, Systems, Processes & Procedures

- Recommend improvements to functional procedures and direct the implementation of instructions and controls within own area so that all activities are conducted in compliance with risk, audit, and regulatory requirements while delivering a quality, cost-effective service

Related Assignments

- Perform other related tasks or assignments as and when required

4. Qualifications and Experience

Essential

- Master's or higher degree (full time) in Education / Social Work / Rural Development
- Minimum 10 years of post-qualification experience in education sector

Preferred

- Less than 70 years of age as on 1st January 2019.
- Experience in project design and/or implementation in domain of ECCE / Primary Education or Pre-school Education / SSA
- Experience of working with central / state government organisations / bilateral / multi-lateral organization (e.g. UNDP, UNICEF, ADB etc.)
- PhD / Doctorate degree in Early Childhood Care Education
- Certificates / Courses in relevant areas will add weight to the candidature
- Honors / Awards / recognized publications in relevant area will be an added advantage

5. Knowledge and Other Skills

- Excellent knowledge and familiarity with national flagship programs (Sarva Shiksha Abhiyan, NRHM, ICDS and others)
- Excellent knowledge of latest techniques and methodologies and best practices in capacity building and training & development
- Demonstrated ability to work in a multi-disciplinary environment and to establish harmonious and effective working relationships with governmental, non-governmental and civil society organizations
- Fluency in written and spoken English and Hindi