

**Job Description**  
**For**  
**Social Community Development and Gender Specialist**

**Uttarakhand Disaster Preparedness & Resilience Project (U-PREPARE)-World Bank**

<b>Job Title:</b>	Social Community Development and Gender Specialist U-PREPARE, Uttarakhand, Dehradun
<b>Location:</b>	PMU, Uttarakhand, Dehradun
<b>Number of Post:</b>	1
<b>Contract term:</b>	One year with possibility for extension
<b>Start date:</b>	Immediately
<b>Responsible to:</b>	Program Director, Additional Program Director, Program Manager/ Reporting Officer
<b>Responsible for:</b>	Overall management, oversight, and monitoring of implementation of social measures in U-PREPARE project.

**Background:**

The Uttarakhand Disaster Preparedness & Resilience Project (U-PREPARE) is a critical initiative aimed at bolstering disaster resilience and preparedness in the state of Uttarakhand, typically supported by the World Bank. Project focuses on assessing and mitigating the unique risks posed by natural disasters, which are prevalent in the region, including floods, landslides, earthquakes, and more. The project typically involves a multi-faceted approach, including a thorough risk assessment to identify vulnerabilities and hazards specific to the region. One significant aspect is the development of resilient infrastructure, capable of withstanding the forces of nature or minimizing their adverse effects. Additionally, the implementation and improvement of early warning systems are crucial components, aiding in timely alerts and coordinated responses during emergencies. Capacity building and policy advocacy form integral parts of the project, empowering local authorities, and communities to effectively manage disasters and advocate for policies that prioritize disaster resilience and preparedness at various levels. The project will support the recovery in terms of River protection works, Road Protection works (Slopes), Reconstruction of Bridges and strengthening State Disaster Response Force.

**Purpose of the Job:**

The Social Community Development and Gender specialist will oversee and manage the social safeguard responsibilities under the U-PREPARE in accordance with the Government of India and World Bank safeguard guidelines and policies.

**Person Specification:**

- Minimum qualification should be **Masters in Development studies/ Gender studies/ sociology/ Social Work/ Anthropology/ social science** or any related field.
- Experience- At least **07 years** of related experience in implementation of social development programs and handling gender equality issues with Central Government/ State Government/ Public Sector Organizations/ Externally aided Project (EAP)/ Multilateral Organizations/ International Organizations/ International NGOs/ Reputed Corporate Organizations.
- Experience/familiarity with The World Bank guidelines will be an advantage.
- Can demonstrate IT skills including experience of MS Word, MS Excel, MS PowerPoint.
- Proficient in English and Hindi and able to write reports in both languages.

### **Scope of Work:**

- a) Prepare Resettlement documentation such as Social Impact Assessment including Socio-Economic surveys and Resettlement Action Plans, as required/indicated by social assessment.
- b) Ensure that the Project activities follow Project ESMF (Environment Social Management Framework).
- c) Provide guidance and support during the process of land acquisition, voluntary land donation and transfer of public land, if any.
- d) Providing conceptual and operational leadership on the core social and gender development themes under U-PREPARE.
- e) Serving as a lead person on social issues including stakeholder engagement, grievance management, vulnerable and marginalized groups who may be affected by U-PREPARE activities.
- f) Work closely with other PMUs to address any challenges. Advising and/or providing quality operational leadership on major or sensitive matters relating to Gender and social impacts.
- g) Supporting the set-up and operationalization of Project's Grievance Redressal Mechanism.
- h) Review Gender Action plan, Strategy action plan, capacity building plan, labor plan and livelihood restoration plans.
- i) Prepare and implement plan for social safeguard training/orientations, and train/orient the project PMU staff.
- j) Conduct social screening of Project's activities.
- k) Ensure that social safeguard standards are translated, disclosed, and disseminated to PMU.
- l) Conduct consultative meetings with relevant stakeholders to discuss site specific social and gender issues of sub-project and get feedback from the participants to address it in a systematic manner.
- m) Prepare periodic (monthly, quarterly, and annual) reports and document good practices and lessons learnt for dissemination within the PMU, for the World Bank etc.
- n) Participate in periodic training of the PMU staff on related topics
- o) Provide guidance and support in establishing efficient grievances redressal mechanism.
- p) Any other relevant work as and when required.