

Job description

Job title: Consultant – Planning and Coordination

Background

Bihar is prone to multiple hazards including floods, earthquakes, drought, cyclonic storms, fire, hailstorms, and lightning of high severity. 28 of the total 38 districts in the state are prone to floods. Areas in south Bihar that were historically not flood prone have also started experiencing flooding in recent years due to various climatic and human factors. A large part of the state is also prone to seismic activities and cover multiple seismic zones. In 2018, the State faced serious drought, which affected 280 blocks of 25 districts. The State also faces extreme heat and cold wave conditions in peak summers and winter, respectively. Lightning and high-speed winds in parts of the state have also added further distress.

Disaster Management Department is the nodal department of the government for effective management of disasters through timely response by coordinating and monitoring emergency relief as well as implementing long-term mitigation measures by mainstreaming Disaster Risk Reduction in development planning.

The Department of Disaster Management (DMD) has signed MoU with the Development Management Institute to establish a 'Centre of Excellence in Disaster Management (CoEDM)' at Development Management Institute (DMI), Patna. This Centre will function as an academic project unit of DMI with its own dedicated human resources team and infrastructure support with focus on disaster management studies through training research, education and consulting activities.

Vacancy

To operationalize the CoEDM, the DMI Patna requires the services of suitable candidates/officers with strong academic orientation to serve as 'Consultant – Planning and Coordination' from open market on contract or on deputation basis, initially, for a term of three years. Officers from home and general administration departments of Govt. of Bihar are encouraged to apply for the above role of consultants.

Key Responsibilities

- White paper on assessment of different departments for technical assistance in disaster risk reduction.
- Training Need Assessments (TNA) of different categories of functionaries in the Home, General Administration, Revenue, Disaster Management and other departments involved in disaster risk reduction.
- Develop customised training programmes on the basis of TNA for different departments of Govt. of Bihar and other stakeholders.

- Develop learning materials and conduct academic and professional courses (short and long term) on disaster management.
- To develop training modules on various aspects of Disaster Management and conduct programmes in 'training of trainers (ToT)' including simulation exercises and mock drills, etc.
- Research and develop case materials in Disaster Risk Reduction and Disaster Response for use in capacity building programs as well as policy studies.
- Use of management techniques, MIS and GIS to cater to the needs of different levels and categories of disaster management functionaries associated with planning and preparedness to mitigate, rescue, relieve and rehabilitate vulnerable groups.
- To formulate policies, strategies, disaster management frameworks and develop any other guidelines that may assist the Govt. of Bihar and its various departments and parastatals involved in disaster management.
- To publish and contribute to reputed journals, author books and develop online knowledge resources
- Forge academic collaboration and network with various government departments, institutions involved in disaster management within and outside the country for acquisition of new knowledge and developing a culture of innovation.
- Assist Govt. Departments in developing Standard Operating Procedures for dealing with humanitarian and relief assistance and formulating legislation for dealing with all types of disaster.
- Conduct independent research, write research proposals, lead and execute research projects in disaster management.
- Participate and present technical papers and research findings at national and international conferences and workshops.
- Document and disseminate data, information, case studies, indigenous knowledge and good practices relating to disaster management.
- Perform 'After Action Review (AAR)' of disasters affecting the state and disseminate research findings on disaster management among the stakeholders.
- Actively network with relevant stakeholders including the policymakers, public agencies, businesses, subject-matter experts, funding agencies, academia, institutions and organisations working in the similar domain.
- Any other task assigned by the Coordinator-CoEDM, Director, DMI and other senior members of faculty at DMI.

Job Requirements

- A person with deep understanding and experience of working in disaster management related work/projects

- Minimum 15 years of experience out of which atleast three years should have been in disaster management related work or department
- Good understanding about research design
- Exposure to technology
- Willing to travel for meeting and field work
- Excellent communication skills (written and verbal)
- Self-starter with an ability to mobilise resources
- Design research/program protocols, tools and questionnaires
- Ability to collect, analyze, and interpret quantitative and qualitative data
- Ability to write scientific reports and concepts/proposals
- Ability to manage projects and keep liaison with different stakeholders
- Able to work independently as well as collaboratively with multi-stakeholders
- While the work headquarters would generally be at Patna, should be willing to work in the field intermittently for weeks and months outside the headquarters
- Written and spoken fluency in English and Hindi languages.

Qualification required

Essential qualification:

- (i) Master's Degree in any discipline, preferably, in Management/Public Administration/ Disaster Management/Public Policy/Social Work/Rural Development/ Labour and Social Welfare or related discipline; and

Desirable qualification:

- (ii) Ph.D with a consistently good academic record; and
- (iii) Good record of publication,
- (iv) Experience of teaching or training and research at National/State level training Institute
- (v) Contribution to innovation in training or education, design of new curriculum and courses, developing training modules and technology.

Compensation

Competitive; Based on qualifications/experience. In case of deputation, the existing pay scale of the selected officer will be protected. Additionally, deputation allowances as applicable to officers of Govt. of Bihar serving on deputation will be payable.

Interested candidates are requested to apply with their updated resume in the format attached to Coordinator, CoEDM coordinator-coedm@dmi.ac.in mentioning the post applied for in the subject line on or before 30 September 2020.