



TATA INSTITUTE OF SOCIAL SCIENCES
V.N. Purav Marg, Deonar, Mumbai 400 088
(A Deemed University under Section 3 of the UGC Act, 1956)

ADVT. REF. NO. TISS/Programme Officer, October 2018

Offer open for TISS alumni, preferably

The Tata Institute of Social Sciences (TISS) was established in 1936 and is a Deemed University wholly funded by the University Grants Commission, Government of India. TISS offers 53 Master's Degree programmes from its Mumbai, Tuljapur, Guwahati and Hyderabad Campuses for the 2015-2016 batch.

About TCI-TARINA

Led by the **Tata-Cornell Institute on Agriculture and Nutrition Initiative (TCI)**, **Technical Assistance and Research for Indian Nutrition and Agriculture (TARINA)** is a four-year grant funded by the Bill and Melinda Gates Foundation (BMGF). The goal of this investment is to promote a more nutrition-sensitive food system in India by enhancing the availability and affordability of nutrient-rich food. **The broad objectives of TARINA are to:**

1. Provide technical assistance to make agricultural projects nutrition- sensitive;
2. Provide an evidence-driven pathway to policy reforms that promote availability and affordability of a more nutritious food system; and
3. Develop leadership and capacity to institutionalizenutrition- sensitive agriculture in India.

TARINA will link the evidence-generating capabilities of the [International Food Policy Research Institute](#), [Tata Institute of Social Sciences](#), Emory University and Cornell University with the implementation, technical capacity and experience of leading NGO partners – [BAIF](#) Development Research Foundation, [CARE](#) India and Grameen Development Services – to achieve its objectives. The TCI has also established a Center of Excellence in New Delhi that will further the integration of agriculture and nutrition in India through the provision of products and services and collaboration with other institutions in this space.

Job Profile

Title	Programme Officer
Location	New Delhi
Reporting Relationship	Director of TARINA
Affiliation	Tata Institute of Social Sciences

The remuneration proposed to offer would be around INR 12 Lakhs per annum to the deserving candidate.

Responsibilities

1. Management of the following programmatic activities:

- a. Monitor activities of implementing partners & research partners as per their approved work plans and aggregate 4 years targets as per the Results Tracker.Undertake monthly monitoring visits to project sites in Odisha (Kandhamal and Kalahandi districts), and alternate months to UP and Bihar & prepare monitoring reports on the progress and challenges

- b. Manage the quarterly data on program monitoring through the MIS; Monitor work progress by the Partners with respect to annual and consolidated 4-year road maps/targets set for TARINA
- c. Liaise with field teams of the TARINA Implementation Partner in Odisha, UP and Bihar
- d. Process documentation of TARINA interventions in Odisha, UP and Bihar
- e. Prepare quarterly, six-monthly and annual progress reports for the Management and Steering Committees.
- f. Prepare and collate annual progress reports for submission to the donor.

2. Advocacy activities:

- a. Provide support for organizing training programs, workshops, meetings, conferences and advocacy events.
- b. Provide content for the TARINA website and contribute to other communications materials/deliverables for the project.

3. Provide programmatic support to the TARINA Centre of Excellence.

- a. Engage, monitor and support agencies/consultants undertaking studies in Odisha and other TARINA states, namely Bihar and Uttar Pradesh;
- b. Ensure quality data collection and training of field teams in Odisha, and other TARINA states, namely Bihar and Uttar Pradesh

4. Any other activities as required by the Director, TARINA

Eligibility

- The person should be a Post Graduate in Social Sciences, preferably Economics/ Development Studies/Rural Management/Agriculture Economics or any other related discipline from a reputed Institute/University, preferably from the Tata Institute of Social Sciences (TISS)
- The person should have at least 7 years of relevant work experience in the development sector and field level project management (including in Odisha)
- The person should have excellent fluency (both spoken and written) in English language. Fluency in Odia is desirable.
- The person should be around 30-32 years of age as on 30 September 2018

Interested Candidate may apply to tcijobs1@gmail.com by 31st October 2018 with their latest CV.

Interview: The short-listed candidates will be communicated by an e-mail and phone to appear for the interview at our office in Delhi.

Other Conditions:

- The Institute reserves the right to relax qualification of the candidate based on the work experience and to relax age in the case of persons already holding comparable positions in a University/research institution of repute,
- The institute reserves the right to invite persons for interview who may not have applied for as per the above procedure and not fill up the vacancy advertised.
- Since applications received may be short listed, merely possessing the prescribed qualifications and the requisite experience would not entitle a person to be called for interview.
- The post is unreserved, but candidates belonging to reserved categories can apply.
- Applications which do not meet the qualifications given in this advertisement and/or incomplete applications are liable to be summarily rejected.

- No queries or correspondence regarding issue of call letter for interview / selection of candidates for the post will be entertained at any stage and canvassing in any form is strictly prohibited and will lead to the candidate being debarred from consideration for the post.
- The candidate under employment must bring 'No Objection Certificate' from their employer to appear for presentation/ interview.
- No TA / DA is payable for appearing for the interview.
- In case of any inadvertent error in the advertisement and in the process of recruitment, which may be detected at any stage, even after issue of appointment order, the Institute reserves the right to modify/withdraw/cancel any communication made to the candidate(s).

The selected candidate has to join within 15 days of intimation of selection by the Institute.

Project Leader