

DETAILS FOR THE POST OF PROGRAMME COORDINATOR: NO. OF VACANCIES (1)

MAJOR TASKS

All the tasks will be carried out under the guidance and direction of the District Education Officer , in consultation with UNICEF WASH Officer, Hyderabad and ensure delivery of results in a stipulated time frame

1. Module Development for teachers and students
2. Training to MPDOs, Engineers and Sarpanchs.
3. Overall Programme roll out
4. Liason with line departments (RWS&S, SSA, W&CD, DWMA, DPO, CEO, ZP)
5. Regular monitoring of the Implementation Plan , to identify gaps and propose necessary actions to be taken by various stakeholders.
6. Organizing exposure visits/ workshops/ events as desired.
7. Preparation of concept note, agenda & back ground for aspirational meetings on Open Defecation - Free status of east Godavari district with opinion groups
8. Preparation of review formats and reports on monthly, quarterly , half yearly and annually.

QUALIFICATION AND EXPERIENCE:

- **PG in Technical Qualification (Engineers, any science, MBAs) with minimum 5 years of experience of working with abundant Knowledge in the sanitation and drinking water.**
- Specialization in Information , Education and Communication (IEC); Social and Behavioural Change Communication (SBCC) with respect to Water Sanitation & Hygiene will be an added advantage.
- Fluency in spoken/ Written English and Telugu (local language) is essential.
- Excellent Documentation Skills, and computer savvy (Excel, Word, Power point, Email)
- Previous experience of working with the sector flagships (NBA & NRWDP) and allied projects (SSA, TSP, & NRHM) is considered as additional qualification.

Duration of Contract	364 days
Place of Posting	Kakinada, East Godavari District, Andhra Pradesh
Professional Fee	The Professional Fee is Rs.40,000 per month including local travel communication and internet and stationery and other overheads
Primary Reporting lines	District Collector, East Godavari and District Education Officer, East Godavari, Andhra Pradesh.

DETAILS FOR THE POST OF CLUSTER COORDINATOR: No. of Vacancies (3)

MAJOR TASKS

All the tasks will be carried out under the guidance and direction of the District Education Officer , in consultation with UNICEF WASH Officer, Hyderabad and ensure delivery of results in a stipulated time frame

1. Roll out of programmes as per the action plan
2. Liason with officers of line departments (RWS&S, SSA, W&CD, DWMA, DPO, CEO, ZP) at mandal / division level.
3. Extend support to District Education officer & Programme coordinator in implementing the programme.
4. Regular monitoring of the Implementation Plan , to identify gaps and propose necessary actions to be taken by various stakeholders at division level .
5. Regular interaction with teachers and students and extend support wherever necessary.
6. Organizing trainings/ orientations / exposure visits/ workshops/ events as desired.
7. Ensure participation of stake holders, officers, teachers, students as per the requirement.

QUALIFICATION AND EXPERIENCE:

- **Graduates (Science/ Social / Communication/ Education background) with minimum 3 years of experience of working with abundant Knowledge in the sanitation and drinking water.**
- Capability of organizing events at district/ division level.
- Fluency in spoken/ Written English and Telugu (local language) is essential.
- Excellent Documentation Skills, and computer savvy (Excel, Word, Power point, Email)

Duration of Contract	364 days
Place of Posting	Divisions of East Godavari District, Andhra Pradesh
Professional Fee	The Professional Fee is Rs.15,000/- including local travel ; communication and internet and stationery and other overheads
Primary Reporting lines	District Education Officer & Programme Coordinator, East Godavari , Andhra Pradesh