

**TERMS OF REFERENCE (TOR) FOR INDIVIDUAL CONSULTANT AND PROFESSIONAL  
INSTITUTE OF ENTREPRENEURSHIP DEVELOPMENT, LUCKNOW, UTTAR PRADESH  
STATE CONSULTANT URBAN DEVELOPMENT**

<b>Position:</b> State Consultant Urban Development
<b>Number of Position:</b> 01 (One)
<p><b>Qualification:</b></p> <p>Post-graduate degree in relevant field (such as Social Work / Human Development / Development Studies / Rural Development / Rural Management / Social Sciences).</p>
<p><b>Working experiences:</b> At least <b>fifteen years</b> demonstrated experiences in programme implementation, management, monitoring and supervision.</p> <p>The person having working experience with Urban Development Department / Commissioner, Municipal Corporation will be given due weightage.</p>
<p><b>Background</b></p> <p>Second wave of COVID pandemic is posing serious threat to the lives of people, across the country. COVID cases are exponentially increasing in U.P. and more and more municipal corporations (MC) are getting affected by it. The problem is further being compounded as the pandemic is now reaching to the slums of urban areas, which are already deprived of basic services and supplies. MC are taking steps of mobilizing essential medicines, sanitization etc in the slum areas and pace still needs to be accelerated.</p> <p>To address the problem UNICEF is proposing to strengthen coordination between MC and Civil Society actors, particularly to address the need of slums. For this purpose, UNICEF would be placing an experienced consultant, having knowledge of working with the MCs, in the Directorate of Urban Local Bodies. The persons would be supporting following tasks for first three months, from 1 May – 31 July 2021, and then the tasks would be further improvised by end of July 2021.</p>
<p><b>Tasks to be performed (1 May-31 July 2021)</b></p> <ol style="list-style-type: none"> <li>1. Collect the list of all Civil Society/ Citizen groups working in slums areas of all Municipal Corporations and share the list with all Municipal Commissioners, particularly with those where COVID spread is more.</li> <li>2. Help in activating Citizen's Support WA groups (CSWAG) in all municipal corporations. These groups will have journalists, lawyers, doctors, medical business owners, teachers, professors, students, peoples' representatives, NGO workers, health workers, counsellors etc. For activating these groups coordinate with prominent Civil Society organization working at the state level and also with UNICEF supported divisional teams.</li> <li>3. Strengthen CSWAG which are operational in Lucknow, Paraygraj and Varanasi by adding concerned authorities of municipal corporation.</li> <li>4. CSWAG will act as a platform for identifying symptomatic/ COVID patients in the slums of municipal corporation (MC) and help in channelizing medicines, food, sanitary material and other support to the urban poor, middle class workers in distress and a large chunk of migrant workers returning from large cities amid the lockdown.</li> <li>5. Coordinate for regular sanitation in the slums of all MCs.</li> <li>6. Develop a mechanism so that the information collected from CSWAG is regularly shared with the control room in MC, for regular supply of items/ services/ hospitalisation/ counselling support.</li> <li>7. Collect regular reports and share with Director ULB/UNICEF on daily/weekly basis, as per agreed reporting template with the supervisors.</li> </ol>

<p><b>Deliverables</b></p> <ol style="list-style-type: none"> <li>1. CSWAG active in all 17 MCs of UP</li> <li>2. Regular information exchange happens between CSWAS and MCs</li> <li>3. Daily/ Weekly report on no. of persons reached with various services/ supplies/ counselling.</li> </ol> <p>The task and deliverables will be improvised by end of July 2021</p>
<p><b>Duty station:</b> Lucknow</p>
<p><b>Duration:</b> From 1 May 2021- 31 December 2021</p>
<p><b>Supervisor:</b> The consultant will report to the Director of ULB and Program Manager of UNICEF</p>
<p><b>Required competencies and skill set for the position:</b></p> <p>Self – motivated team worker with a clear drive for results; good interpersonal skills; strong networking, especially with government counterparts; working with the government system, flexibility and responsiveness, developing reports and technical documents in English, ability to meet deadlines, knowledge in Hindi and English, documentation skills along with good knowledge of MS Office.</p>
<p><b>How to Apply</b></p> <p>Interested candidates may send his/her CV with a covering letter to - <a href="mailto:iedup.consultant@gmail.com">iedup.consultant@gmail.com</a> &amp; add cc to <a href="mailto:director.ied@gmail.com">director.ied@gmail.com</a> latest by the 28th April 2021.</p> <p>For any query please contact at 9415088065</p>