



NATIONAL COUNCIL OF RURAL INSTITUTES

Dept. of Higher Education, Ministry of Human Resource Development
Government of India
Ground Floor, Shakar Bhavan, Fateh Maidan Road, Hyderabad – 500004.

Advertisement No.2/2017/NCRI/Dated: 04-11-2017

- Applications are invited from qualified and experienced persons to undertake: (a) Newsletter Editing & Website content writing (b) Rural Courses and Rural Content Writing & Editing and (c) Translation (English to Hindi & Vice-versa).
- 2) Rural Oriented Curriculum Design, Curriculum Development and Curriculum transaction.
 - 3) Resource Persons to promote rural engagement of higher education institutes.

Interested persons may apply with all details of qualifications and experience, to admin@ncri.in on or before 10th November, 2017. Further details at www.ncri.in

Member Secretary

Guidelines for Content Writing

1. National Council of Rural Institutes (NCRI) Hyderabad working under the Higher Education Department in Government of India's Ministry of Human Resource Development is striving to address the educational concerns of Rural India with Higher Education Interventions. NCRI is engaged in content/curriculum development in areas of Rural Social Work/Sociology, Rural Teacher Education, Rural Communication, Rural Development, Rural Management, Rural Study and Rural Entrepreneurship. NCRI also brings out a Newsletter, a journal and other publications from time to time. NCRI also has a website.
2. NCRI is planning to engage qualified and experienced professionals with field experience on contract /task basis to develop content for Graduate/Post Graduate Curriculum in the various subjects such as Rural Social Work/Sociology, Rural Teacher Education, Mass Communication, Rural Development, Rural Management, Rural Studies and Rural Entrepreneurship.

The remuneration for course development will be as below:

NCRI approved Rates (per Unit)

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| a. Postgraduate (General Course)
Lesson of 5-8 pages | ₹ 5000/- |
| b. For PG level (non-professional) | ₹ 25,000/- per course
(₹ 4,000/- per block if only one or two blocks are assigned. If half or more than half of course is assigned for editing, the remuneration payable will be proportionate) |
| c. Language Editing | 20% of Content Editing for both 6/8 credits & ¾ credits as stated above. |

d. For Translation

50% of rates approved as for
course writing (per unit)

e. For Vetting / Language Editing after Translation 25% of rates approved above
for Course Writing (per unit)

3. Professionals are also required for undertaking the following tasks:

- a. Editing of NCRI publications
- b. Editing of course content
- c. Translation English to Hindi & Vice-versa
- d. Content writing for NCRI Website

Remuneration for the above work will be based on qualifications, experience and is negotiable

NCRI INVITES RESOURCE PERSONS

In order to promote rural engagement of higher educational institutional, especially universities and other autonomous institutions like NITs and IITs, National Council of Rural Institutes under the Department of Higher Education Ministry of Human Resource Development, Government of India is interested in engaging Honorary Resource Persons who will be deployed as per the requirement for 2-7 day Rural Immersion Camps. Post Graduates and Technical Graduates including retired persons with zeal to work for rural areas may apply. These Resource Persons will liaison with the village functionaries and other groups.

1. The Rural Immersion Camps will be conducted in and around the identified higher educational institutions in the country, throughout the year, as per the academic schedules of the concerned institutions. The selected Resource Persons would be engaged basing on their location and assignments in the neighborhood of institutions identified by NCRI for engagement. For each day of stay in the Camp for facilitating the Camp in a village, ₹ 2,000/- will be offered as honorarium, along with conveyance allowance of ₹ 500/- only on official working days. Interested professionals are invited to apply for being Honorary Resource Persons of NCRI. They can send their CV by mail to ncrirp@gmail.com
2. In addition to the above the Resource Person has to work as an expert to organize and conduct the Round table meetings & seminars, workshops by contacting all the Institutions concerned.

The travelling expenses will be paid as per the NCRI norms and the Lodging charges are limited to ₹ 1500/- per day subject to production of authenticated receipts. The DA of ₹ 300/- per day is admissible.

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National Council of Rural Institutes

Terms and Conditions of Work Assignment for NCRI Consultants

Job Chart/Wok Assignment for the Consultants

A. Curriculum design, Development and transaction.

1. Task: Establishing contact with university, rapport building and networking relationship

Activities: Building relationship between NCRI and universities. Start with desk work by collecting relevant details and information- published and on line, through written and oral communication and personal contact. Collect the profile of the university, relevant faculty members and relevant courses offered by them. Reach out to VC either through his PS or the Registrar. Once the VC is convinced and gives his approval, collaborative activities between the university and NCRI can be initiated. It is possible to start the work with signing of MoU between the university and NCRI or MOU could be done at a later stage. Further steps involve rapport building and establishing relationships.

2. Task: Conducting core group meeting

Activities: Identifying key personal in administration and the faculty members, deciding the agenda, preparing for the meeting, noting down talking points and preparation of PPT for presentation and conducting the core committee meeting.

Preparation for the core group meeting includes taking stock of the curriculum and courses offered by the university. Discussing and finding out the need and scope for the introduction of new courses in rural community engagement, particularly in areas of common course for NSS volunteers, rural teacher education, rural social work, rural communication, rural tourism and rural entrepreneurship programmes.

3. Task: Planning for curriculum development through round table meeting.

Activities: Before the round table meeting, through one to one meeting with faculty members, collect information regarding general view/perception of the university about courses proposed on rural community engagement, identify strengths, area of improvement for the university, issues emerged, and the concern raised by the community members. Some of the issues and problems faced or raised by the faculty members can be addressed through facilitation and mentoring. This exercise will help us in garnering the support of the faculty members the need for regular and core courses in rural community engagement.

Identification of relevant participants from the faculty members including administration and resource persons, guests and special invitees, setting the agenda, preparing for the workshop, presentation materials, talking points including PPT.

4. Task: Organising two day workshop and finalising the curriculum for credited course in Rural Community engagement

Activities: Preparations like setting the agenda, ensuring stream wise participation of faculty members, organising the workshop, PPT presentation, stream wise formulation of core and elective syllabus, teaching and learning methodology, practical/ field work and evaluation criteria with credits).

Wherever the initiatives for curriculum development programme is not as expected, the consultant may apply the mentor – mentee approach to overcome any problem or obstacles that exist in developing the curriculum. The role of the consultant as a mentor is very important to tackle such situation.

5. Task: Submission to and approval of core and elective courses by the Board of Studies and Academic Council.

Activities: Provide required support, reference and resource materials to substantiate the materials already prepared by the concerned faculty members.

6. Task: Preparation for transactable module with resource material

Activity: Preparation of teaching and learning materials, audio – visual aids for elective and core courses and PPT presentation.

7. Task: Mentoring programme for faculty members for introducing courses in rural community engagement.

Activity: Preparation by the consultants for two day orientation programme for the faculty members with inputs in the form of lecture, PPT, and other class room methodology.

These could be core courses and electives on community engagement implemented by the efforts of the consultant.

Total number of days required to spend in the selected university for task 1-7 is 20 to 25 days

For the above work an honorarium of Rs 0.70 lakh.

B. Faculty Development programme:

There is a need for seven day orientation programme for faculty members involved in teaching courses in community engagement, including two days workshop, four days class room practice training and one day field exposure.

The orientation is aimed at imparting knowledge and skill for transacting courses in rural community engagement. Further, the faculty members need to be given specialised stream based training in areas of teacher education, communication and social work by forming exclusive groups.

The consultant needs to be paid honorarium of Rs 5,000/- per day.

C. Four week orientation programmes for the PhD scholars

Two week class room orientation, one week workshop and one week field based study. The coverage of the programme includes: Community engagement and social responsibility, rural economy and ecosystem, vulnerable sections of society, livelihoods and associated problems, natural and manmade disasters, and measures for mitigation, rural and local institutions, including panchayati raj system, social capital, and community based and asset based community development. Development interventions by the Government

Field based research methodology, participatory research methodology, PRA (relevant basket of tools, techniques, and methods of participatory data collection).

Consultant will be paid @ Rs 5,000/- per day

D. Internship programme

Guiding and mentoring internship programme by the consultant. Visit the field where the study is undertaken and check whether a conducive atmosphere is created and the stated methodologies including check lists are being properly followed while collecting and recording the data.

Consultant will be paid an amount @ of ₹ 2500/- per day and for a maximum of two days

E. Undertaking short term research studies

Research topic: On rural community engagement

Duration: One month research study

Budget: ₹ 40,000/- + ₹ 20,000/- (travel grant)

The proposal as well as the study report should be approved by an academic committee constituted by the NCRI.

F. Organising workshop /seminar /conference

Organising short duration workshop /seminar /conference of two to three days

Topics related to curriculum design and development, rural community engagement, orientation workshop for NSS volunteers, or any other topic coming within the fold of NCRI objectives

On a daily basis the consultant will be paid ₹ 5000/- day.

G. Contribution to News letter and Indian Journal of Rural Community Engagement

Article written by the consultant as per the stated theme if accepted for publication will be paid honorarium of ₹ 2500/-.

H. Reporting requirements

For every day of work, an intensive process and content report of 1200 words along with soft copies of two photographs is to be submitted along with the Consultancy Fee claim. This report shall be based on the day's experience and focusing on the tasks undertaken during the day.

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