Specialist – Capacity Building  
for Tamil Nadu Urban Sanitation Support Programme

About Us  
The Indian Institute for Human Settlements (IIHS) is a national education institution committed to the equitable, sustainable and efficient transformation of Indian settlements.

IIHS aims to establish an independently funded and managed national university for research and innovation focused on the challenges and opportunities of India's urban transition. The proposed IIHS University will host an integrated programme of quality campus-based education and research, training and lifelong learning for working professionals, distance and blended learning, as well as a whole array of practice and advisory services. The university will have a strong interdisciplinary orientation bringing together theory and praxis that is grounded in the South Asian context and also engages with and draws from knowledge across the globe.

For more information, please see http://www.iihs.co.in

IIHS is supporting the Govt. of Tamil Nadu, and is the lead agency for implementation of the TNUSSP.

About the TNUSSP  
The Dept. of Municipal Administration and Water Supply, Government of Tamil Nadu Municipal (MAWS, GoTN) aims at scaling up access to safe and sustainable sanitation to all its urban areas in the next five years. Tamil Nadu will be poised to becoming a fully sanitized and healthy state, substantially eliminating open defecation, achieving improvements through the entire sanitation value chain, safely disposing an increasing proportion of its human excreta, and re-using/recovering resources therefrom. The Bill and Melinda Gates Foundation (BMGF) is supporting GoTN to achieve the Sanitation Mission of Tamil Nadu. This support shall enable the GoTN in investing resources towards innovative solutions to achieve mission goals.

A Technical Support Unit (TSU) will be set up to be the comprehensive technical arm for the MAWS-GoTN, and will assist in implementation of state-level and city-level initiatives, based on agreed parameters. In addition, two sub-TSUs will be set up in two select urban locations. IIHS is recruiting specialists for the following components:

i. Governance and Enabling Environment
ii. Engineering and Planning
iii. Implementation Support
Job Description

The Practice Team is responsible for providing cutting-edge and integrated solutions to India’s urban development challenges by bringing together faculty and experts across diverse domains of knowledge and practice; exposing learners to real-life problems and integrating the practice into academics and research.

This is a full time position, in the Practice Team at IIHS based out of Chennai. As part of the Capacity Building team in TNUSSP, the Specialist will be responsible for managing the implementation of the capacity building component. The deliverables for this component include:

- Capacity Building Needs Assessment and Strategy
- Training Material preparation for different segments
- Capacity building programmes to TN stakeholders (orientation and training)
- Flagship training programmes on various aspects of urban sanitation, particularly Septage Management / Fecal Sludge Management by IIHS
- Preparation of Open Access Teaching Learning Material for MOOC
- Preparation of Strategy for Integration of Urban Sanitation Curricula
- Review and Assessment Of Regional Capacity Building Centre
- Training of Trainers (Basic and Specialised)
- Supporting other centres to deliver programme

In addition, he or she will be expected to contribute to other projects in IIHS Urban Practitioners’ Programme (UPP) and Practice programmes.

Activities and Tasks

Your responsibilities would include but not be limited to, the following -

- Support all activities in the Capacity Building component, including Capacity Needs Assessment Report, and Capacity Building Strategy and Action Plan, implementing systems and procedures;

- Contribute to the preparation of training material for different training target segments including govt. officials, private sector operators, masons etc;
• Support the design, and delivery of training programmes for all stakeholders, in co-ordination with internal team and external vendors (Basic and Advanced);

• Interface and engage with government of Tamil Nadu, clients, partners, communities, institutions, and other stakeholders for TNUSSP;

• Work closely with Knowledge Management team for preparation of Teaching and Learning Material including for MOOC;

• Deliver flagship training programmes on various aspects of urban sanitation with focus on FSM by IIHS;

• Contribute to the programme on Integration of Urban Sanitation Curricula;

• Carry out project management tasks as and when required including planning, budgeting, training, implementing, monitoring and supervising, evaluating and closing research and consulting projects;

• Contribute to the review and assessment of Regional Capacity Building Centre;

• Teach and/or assist in teaching relevant courses in IIHS’ Academic and Executive Education Programmes;

• Provide support to other IIHS activities including, academics, research, operations and other activities;

• Participate in all activities of Institution-building at IIHS; carrying out tasks as assigned by IIHS; and travel on IIHS work within or outside the country as needed.

This offer is on an exclusive basis, which implies that other professional assignments (whether compensated or not) that bear a potential conflict of interest with the IIHS cannot be undertaken.

Structure and Reporting
The Specialist: Capacity Building will report to the Senior Specialist- Capacity Building and the Team Leader, TNUSSP. The TNUSSP Team reports to the Chief- Practice, IIHS.
**Person Specification**
The candidate is required to possess Post-Graduate education and 5-8 years of relevant experience in training administration/delivery. Prior experience in teaching and/or conducting training is mandatory.

The candidate should have a demonstrable track record of capacity building programmes with content development and delivery experience. Preference will be given to candidates with experience and understanding of formal and informal construction and urban sector, and work with Government agencies and personnel. She or he should also have experience of working in multi-disciplinary teams, good people management and facilitation skills, and significant competency in project management and IT skills. Candidates should also have prior experience of working with government. Tamil Language skills are necessary.

**Location**
The position is based in Chennai, with frequent travelling to other locations in Tamil Nadu.

**Review and Assessment**
The role and performance of the candidate shall be subject to normal review and assessment systems at IIHS.

**Diversity Policy**
The IIHS is an equal opportunity employer that encourages women, people with disabilities and those from economically and socially excluded communities with the requisite skills and qualifications to apply for positions.

**Contact**
Please send an updated CV reflecting relevant experience, professional qualifications, language skills, and contact information along with a cover letter addressing suitability for the position and Work/ Writing Samples, through e-mail to:

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