

The logo for the Indian Institute for Human Settlements (iihs) is located in the top left corner. It consists of the lowercase letters "iihs" in a white, sans-serif font, with a small "TM" trademark symbol to the upper right. The logo is set against a dark red rectangular background.

iihsTM

INDIAN INSTITUTE FOR
HUMAN SETTLEMENTS

JOB DESCRIPTION

Planning Associate - Land Project

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>

Job Description

The Planning Associate shall be a part of an IIHS Project Team working on land records management and associated e-governance support initiatives. The Planning Associate will work on the planning related aspects of land governance and administration, including planning and policy questions on the specifics of land ownership, use, transfer, registration, titling, informality, varied tenure systems and other related legal-policy issues. This will involve carrying out detailed evidence based and interpretative analysis of legal, institutional and on-the-ground situation in the context of national and state level initiatives, as well as assistance in implementation of various such initiatives, and teaching and training activities related to it. The position is based in our Delhi office and involves significant travel and field-work in select locations.

IIHS is recruiting one candidate for the position of Planning Associate. The candidate is expected to join at the earliest and the search shall remain open until the position is filled.

Activities and Tasks

The Planning Associate will be required to:

- Be a part of the team working on land governance and management initiatives and carry out detailed secondary and primary data collection and analyses on ongoing initiatives in select sites, various states and at the national levels;
- Assist in reviewing and developing improved systems of land management in the context of de facto and de jure planning, integrated land information management system, the political economy of land, and implementation outcomes for different stakeholder groups;
- Carry out data collection and analyses of detailed aspects of the project pertaining to planning (including Master Plans, Regional Plans, and other Plans and instruments of land policy), law and policy aspects of land administration including those in urban, peri-urban and rural areas;
- Translate the experiences from practice into knowledge to contribute to research. This would include publication of journal articles, working papers, case studies etc.;
- Provide support in content development and assist in course delivery for training and capacity building initiatives related to land management, by using sectoral expertise along with various pedagogical approaches;
- Provide support on the GIS, IT, and e-governance aspects of land administration, and in developing improved systems of acquisition, processing, and storage of land data; their transactions and production of relevant outputs;
- Engage with government officials and other relevant stakeholders on the above aspects;

- Assist in documentation and preparation of reports and outputs based on analyses of planning and institutional aspects of land law administration as needed;
- Assist in project implementation tasks, including helping setting up and managing site offices/teams; carrying out and managing field-work; delivering high-quality value-for-money outputs; managing clients; ensuring cost-effectiveness of assignments; and assisting in reviewing and evaluating project performance;
- Participate in other activities of IIHS, including those related to academics, research and operations.

Structure and Reporting

The Planning Associate – Land Project will report to the Head, Legal and Regulation at IIHS who is the Team Leader of the project.

Person Specification

We are looking for a bright and enthusiastic planner with at least two-three years of work-experience. The candidate should at least have a B.Plan with relevant experience in related areas or a Master's in Planning, relevant experience in related areas and excellent knowledge of Master and Regional Development Plans in India. Prior experience of working in projects involving analysis of legal, institutional and technological aspects of land governance and management in planning shall be given priority. The candidate shall have good analytical skills and a proficiency in using GIS/Planning Applications apart from other MS Office applications. The position requires excellent spoken and written English, whereas spoken and reading skills in Hindi is preferable. Ability to write reports and project management skills will be necessary. S/he will be enthusiastic, willing to take on tough challenges, enjoy travel, have good inter-personal communication skills, and be comfortable in working in highly interdisciplinary teams.

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 IIHS cannot be undertaken.

Location

The position is based in Delhi, with frequent travelling to select locations.

Review and Assessment

The role and performance of the incumbent shall be subject to normal review and assessment systems at IIHS.

Diversity Policy

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 email an updated resume, along with a cover letter addressing how you meet the above requirements, to hr@iihs.co.in (*Subject: Planning Associate - Land Project*).



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