



**Vacancy for the post of Research Associate in Centre for Child Rights, National Law University and Judicial Academy, Assam**

**Position:** Research Associate

**No. of Post:** 2 (Two)

**Salary:** Negotiable (50,000/- per month onwards) (Consolidated) + TA/ DA / Other allowances, as admissible under University Rule

**Location:** Guwahati, Assam

**Last Date of Submission of Online Application Form:** 4<sup>th</sup> January, 2019

**Job Type:** Contractual (Initially for a period of 12 Months)

Centre for Child Rights, National Law University and Judicial Academy, Assam is seeking Expressions of Interest (EoI) from qualified candidates for the position of Research Associate. Details of required qualification and eligibility criteria has been provided below.

**About Centre for Child Rights**

Centre for Child Rights is one of the specialized centres of National Law University and Judicial Academy to address and work on various issues relating to children. The Centre was officially inaugurated on 14<sup>th</sup> March, 2015. The Centre ever since has engaged itself in various activities ranging from organizing training programmes, workshops, conferences for various child protection functionaries, developing IEC material, training modules and curriculum, imparting courses on child rights and providing technical support to various allied departments of the Government, etc. Centre for Child Rights is supported by UNICEF Office of Assam since its inception. The objective of the Centre is to promote, protect and fulfill the rights of children in the State of Assam and other parts of North East India.

**Essential Qualification:** Master's Degree in Law/ Social Work/ Psychology or any other Social Science.

**Other Qualification:**

1. Three years of working experience in a Child/ Human Rights Organization, with direct experience of working with communities and stakeholders is a must.
2. Knowledge on Child Protection systems and services, with a focus on JJ Act, POCSO Act, PCM Act, CPCR Act, CLPRA Act, ITPA, PLA, IPC, CrPC and Alternative Care is a must.

3. Proven experience and knowledge of working on atleast 2 of the following thematic areas of child rights:
  - a. Child Education, with a focus on RTE Act, and schemes such as SSA, RMSA, KGBV, etc.;
  - b. Adolescent Development and Participation (ADAP), with a focus on gender and sexuality;
  - c. Child Health and Nutrition, with a focus on experience in working within the ICDS programme;
  - d. Children affected by conflict and natural disasters, with a focus on Disaster Risk Reduction (DRR) and Child Protection in Emergencies (CPiE);
  - e. Mental health with a focus on psycho- social support to children vulnerable and victims of violence and exploitation.
4. Knowledge for various National and International frameworks and schemes related to child rights.
5. Good verbal and non-verbal communication skills in English and Hindi.
6. Having people's skills, with natural ability and willingness to engage with a variety of stakeholders at various levels;
7. The candidate should be willing to take up regular travel to various districts of Assam and if required, North East and rest of India.
8. The candidate should have good communication skills to be able to build strong and sustainable institutional relationship between NLUJA Assam and concerned agencies and stakeholders;
9. Working knowledge of Internet, MS Office/Excel and other desktop/ mobile based technologies.
10. Should have proven experience of facilitating training, report writing, documenting and presenting PPTs, organising conferences/ seminars, events, arranging logistics and travel, facilitating visits, etc.
11. Have proven skills of secondary data analysis and data management on social sector programming, with a focus on child rights.

### **Job Responsibilities**

1. Research for developing various IEC Materials. Curriculum, Training Module, etc.
2. Organize and facilitate various Trainings, Events, Seminars, Conferences, and Workshops on key child rights issues as thematically allocated by CCR, NLUJA, Assam.
3. Provide technical support in terms of training, documenting, researching legal documents, etc. to various Government Departments on assignments relating to children.



4. Prepare various concept notes, thematic papers, presentations, programme schedules, reports, etc. as and when asked.

### **Personal Attributes Required**

1. Excellent writing skills alongwith strong verbal communication and presentation skills.
2. Ability to work co-operatively and confidently with stakeholders and work in a team.
3. Ability to use time effectively, able to manage priorities, work under pressure to meet deadlines and deliverables.
4. Should be able to work beyond regular hours and sometime over weekends if required.

### **Selection Procedure**

1. All Applications and EoI (2 Pages Max) will be received online (soft copy).
  - a. Applications and EoI should be mailed to [ccr@nluassam.ac.in](mailto:ccr@nluassam.ac.in) (CCR@NLUASSAM.AC.IN) by 4<sup>th</sup> January, 2019 by 23:30 IST. Any application received after 23:30 IST will not be not be entertained.
  - b. Application Form and EoI should be converted to PDF Format before mailing.
2. Applications will be scrutinised and only selected candidates will be contacted for written test.
3. Written Test will in conducted Online. Modalities of the Written Test will be communicated to shortlisted candidates.
4. Candidates shortlisted from the written test will be asked for scanned copies of testimonials (mark sheet, certificates, experience letter, previous salary slips, etc.)
  - a. Candidates failing to provide testimonials will not qualify for the final viva-voce round.
5. Shortlisted candidates will be provided 3<sup>rd</sup> AC Train Tickets/Economy Flight Fare, Accommodation in Guwahati for 2 nights, food and local travel allowance for Viva-Voce
6. A Ratio of 1:4 will be invited to appear in the Viva-Voce.
7. A Time of 35 days (max) will be given to shortlisted candidates from the date of declaration of result to report for duty.
8. Candidates who have previously applied for this vacancy, can re-apply again.

### **Attachment:**

- i. Application Form