

## Terms of Reference

**Position: Consultant – Online and Offline Course**

**Centre for Child Protection, Sardar Patel University of Police, Security and Criminal Justice, Jaipur, Rajasthan**

### **Background:**

To affirm Rajasthan Government's Commitment towards adopting a rights-based approach to address the continuing and emerging challenges in the situation of children, the Sardar Patel University of Police, Security and Criminal Justice (SPUP), established Centre for Child Protection (CCP) in the year 2015. CCP was instituted with the mandate to strengthen preventive and protective child protection systems as its core area of work and to be the coordinating link between different departments working for and with the children for creating and promoting just, protective and enabling environment for children, in partnership with the various child rights actors. As a centre of excellence on study, research and capacity building on child protection, CCP, Jaipur, Rajasthan, has made significant step forward towards its vision and mission for children.

### **Purpose of the assignment**

CCP is running online and offline courses on Child Protection. Objectives of this course is to raise awareness on child protection and motivate candidates to take-up child protection work. The purpose of the assignment is to closely coordinate CCP's ongoing Online and Offline Course on Child Protection. The consultant will be expected to design, develop and manage courses on child protection in coordination. Some of the key deliverables of the Consultant are as follows:

1. In coordination with CCP team update online course contents.
2. Closely review existing course contents, incorporate need based changes in course contents.
3. Remove complexities and bottlenecks, facilitate enrolled candidates in smoothly completing their online course.
4. Upload course updates on CCP website.
5. Regularly update CCP website and make the website more interactive.
6. Take initiative regarding launch of new batch of online course, increase outreach, facilitate new applications, screening, shortlisting and starting new course.
7. Carry out analysis for launch of new courses by the Centre and make recommendations based on job requirement of Child Care Institutions and other child protection agencies.
8. Support CCP team in organizing capacity development programmes, consultations, workshops and documentation work.

9. Represent CCP in state and national level meetings/workshops/events on child protection.
10. Any other assignment as decided by Director, CCP.

#### **Qualification experience required for the assignment:**

1. Candidate should be holding Master degree in a relevant field such as MSW, child development, Sociology, Psychology, Human Rights, law, Public Administration.
2. Candidates with BCA/MCA or higher studies in computer sciences will be preferred.
3. At least two-three years of experience on Child Rights, Child Protection, Human Rights.
4. Preference will be given to a candidate with website management skills.
5. Excellent verbal and written communication skills, documentation skills, taking initiatives, innovative, passion and commitment to CCP's mission and professional values.
6. In the selection process, freshers with outstanding academic track record may get extra weightage.

#### **Duty station**

Office of Centre for Child Protection, Jaipur with travel to another district as and when required.

#### **Duration of consultancy**

12 months, from the date of signing of agreement. After this period, extension will be based on the performance review by Director-CCP and availability of resources.

#### **Estimated cost of consultancy**

Consultant fees @ Rs.66,000/- for 22 days in a month. For outstation travel on duty, travel & DSA allowance will be given as per norms of SPUP Satellite Centre.

#### **Supervisor**

Director, Centre for Child Protection, Sardar Patel University of Police, or any person designated by the Director.

#### **Official travel involved: (itinerary and duration)**

Travel to villages, blocks, districts in the state, and other venues as and when required up to 4-6 days per month.

Would appreciate if you could apply by Tuesday, 15th January, 2019 at [ccp@policeuniversity.ac.in](mailto:ccp@policeuniversity.ac.in)