

**PROJECT MANAGEMENT UNIT**  
**(World Bank Assisted Development Project for NW-1)**  
**INLAND WATERWAYS AUTHORITY OF INDIA**  
**(Ministry of Shipping, Government of India)**  
**Head Office: A-13, Sector-1, Noida-201 301**  
**Phone :0120-2424536, 0120-2424540**

Jal Marg Vikas Project (JMVP) for capacity augmentation of navigation on National Waterway-1 is being implemented with the technical assistance and investment support from the World Bank. The Project period is six years and the Inland Waterways Authority of India (IWAI) is the Implementing Agency.

2. A Project Management Unit (PMU) has been set up under the charge of a Project Director for preparation and pre-appraisal activities pertaining to the Project. Project Implementation Units (PIUs) have also been set up at Patna and Kolkata for field level management and monitoring of the Project activities. The PMU is desirous of engaging professionals for the PIU at Patna, as per the details given below, on short-term basis for the project period, initially for a period of one year, extendable for further period of the Project as per requirement:

Sl.No.	Name of the Position	Place of posting	Number of positions
1	Social Officer	PIU, Patna	01
2	Livelihood Expert	PIU, Patna	01

3. Terms of Reference (ToR) for both the above positions are attached. This is not an employment, but only a consultancy for JMVP and for the Project period. Persons will be engaged on purely short-term contract basis for the delivery of services. The professionals will be required to work on full-time basis and they will not be permitted to take up any other assignment during their consultancy with the PMU.

4. The Professionals will be paid a consolidated monthly remuneration of Rs.40,000/-. Selections will be made based on academic qualifications, merit and experience in the related field and working knowledge, preferably on World Bank Projects.

5. The curriculum vitae containing information with reference to each item of ToR, along with credentials in relation to the prescribed qualifications and experience, should be addressed to the Project Director, JMVP and must reach in a sealed envelope at the above mentioned address by post or by hand on or before 20<sup>th</sup> March, 2017.

6. The Project Director, JMVP reserves the right to accept or reject any or all applications and to cancel the applications under process at his discretion and his decision shall be final and binding.

Project Director

## **ToR for the position of Social Officer at the Project Implementation Unit, Patna.**

### **1. Qualification, Experience and Competencies:**

#### **(i) Educational Qualifications:**

**(a) Essential:** Bachelor Degree in Social Science/Social Work.

**(b) Desirable:** Master's Degree in Social Science/Social Work.

#### **(ii) Experience:**

**(a) Essential:** Minimum 3 years' experience in Social Work, Resettlement and Enumeration.

**(b) Desirable:** Experience in addressing Social Development, Rehabilitation and Resettlement issues in development projects in general and large infrastructure projects and/or inland waterways projects in particular.

#### **(iii) Competencies:**

1. Substantial knowledge of LARR, 2013 and various procedures relating to land acquisition and resettlement.
2. Ability to use MS Excel and MS Word.
3. Solid experience in conducting social development consultative and participatory approaches, and applying them in the course of operation.
4. Good knowledge of issues relating to urban poverty, slum development, tenure, housing and amenities.
5. Ability to interact with and motivate/guide institutions, people to carry out socially diligent activities as related to the Project.
6. Personal responsibility and accountability for timely response to any queries, requests or needs, working to remove obstacles that may impede execution or overall success.
7. Collaborate with other team members and contribute productively to the team's work and output, taking into account different viewpoints of stakeholders.

**(iv) Job Description for the position of Social Officer:**

- i) Assist the Resident Engineer, Regional Director and the PMU in overseeing and monitoring of the social and environmental safeguards and compliance with applicable frameworks during the construction phase.
- ii) Assist in coordination, report and linkages with the institutional setups, State Governments and its Departments, consultancy services and other individuals, who are involved in the implementation of the Project and have impact on the Project directly or indirectly.
- iii) Ensuring and reviewing the performance of the Consultants implementing the RAP in disbursing compensation, assistances and other allowances to Project Affected Families as per the entitlement framework.
- iv) Preparation of micro plans, preparation/distribution of Identity Cards, Verification of PAFs.
- v) Assist in relocation of PAFs, ensuring smooth transition and resolving any issues that may come up during the allocation of houses.
- vi) Preparation of monthly reports, updating information pertaining to land acquisition, reports of public consultations and redressal of grievances.
- vii) Conducting and convening public consultations with PAFs whenever required. Additionally, coordinate events or visits of the World Bank/PMU.
- viii) Disseminate information about the grievance redressal mechanism to PAFs and provide inputs to the PIU/PMU to redress grievances, RTIs etc. Publish other relevant documents such as entitlement framework. Directly liaise with PAFs in case of conflict.
- ix) Oversee the implementation of Gender Action Plan and HIV/AIDS prevention programme, assist in ensuring compliance with applicable labour laws and provision of temporary housing and day care facilities.
- x) Identify relevant skill development programs and hold counselling sessions and consultations, as and when required.
- xi) Coordinate with Contractor and assist other members of the PIU in management of day-to-day affairs of the PIU.
- xii) Provide guidance and support during the process of land acquisition, voluntary land donation and transfer of public land, if any.
- xiii) Coordination with relevant agencies and prepare periodic (monthly, quarterly and annual) reports and document good practices and lessons learnt for dissemination within the PMU/PIU.
- xiv) Provide support to the communication team as and when necessary.
- xv) Other relevant work given by the Regional Director.

## **ToR for the position of Livelihood Expert at the Project Implementation Unit, Patna.**

### **1. Qualification, Experience and Competencies:**

#### **(i) Educational Qualifications:**

**(a) Essential:** Bachelor Degree in Social Science/Social Welfare.

**(b) Desirable:** Master's Degree in Social Science/Social Welfare.

#### **(ii) Experience:**

**Essential:** Minimum 3 years' experience in Livelihood/Income Generation/Restoration and Counselling Support.

#### **(iii) Competencies:**

1. Proven ability in assessing skill gaps, facilitating income generation activities, mobilizing Self-Help Groups etc.
2. Familiarity with Government Programmes and important livelihood schemes in Bihar, Jharkhand, Uttar Pradesh and West Bengal.
3. Ability to use MS Excel, MS Word.
4. Solid experience in conducting social development consultative and participatory approaches and applying them in the course of operation.

## **2. Job Description for the position of Livelihood Expert:**

- (i) Conducting group and individual counselling sessions with the project affected families in order to generate awareness on efficient utilization of disbursements and creation / purchase of productive assets.
- (ii) Provide clarifications and additional information to PAFs especially those losing land, regarding their options on utilizing the compensation.
- (iii) Planning and conducting consultations with the project affected persons to understand the needs of the Project Affected families and their existing skills set.
- (iv) Identifying and designing livelihood restoration plans for the PAFs in response to their needs and skills identified during consultations with the affected persons and implementation of the plan in a timely manner.
- (v) Assist women, especially women headed households and senior citizens in linking them to the other projects of the state government, assessing needs and linking them to SHGs if required. Identifying and facilitating suitable community activities where women can engage in creation alternate livelihood options (community nurseries / tree plantation/ anganwadi workers etc).
- (vi) Linking the PAFs to other government programmes on skill development (Kaushal Vikas Yojana), including facilitation of enrolment and follow up.
- (vii) Advising PAFs losing land or employment relating to land on the various options of purchasing or developing alternate land / other productive assets.
- (viii) Implementing any other special assistances to indirectly affected persons mentioned in the Resettlement Action Plan cum Social Management Plan at project locations where no private land acquisition is involved.
- (ix) Documenting the impact on the restoration plan; keeping records of the counselling sessions, reviewing gaps and addressing them.

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