



**State Commissionerate for Welfare of the Differently Abled,
No.5, Kamarajar Salai, Lady Wellington College Campus,
Chennai-600 005. Land Line: 044-28444948.
E-Mail: recruitment.tnpwdrights@gmail.com Website: [https:// www.scd.tn.gov.in](https://www.scd.tn.gov.in)**

Notification No. 11629/Ad1.1/2021

Date:07.02.2023

***RIGHTS Project : Inclusion, Accessibility & Opportunities for the
Differently Abled in Tamil Nadu***

**TERMS OF REFERENCE FOR ENGAGEMENT
*Program Officer – Partnership Development (PO-PD)***

1. BASIC DETAILS

Duty Station	:	Directorate for Welfare of the Differently abled No.5, Kamarajar Salai, Lady Willingdon College Campus, Chennai-600 005. Landline: 044-28444948
Language Required/Preferred	:	Tamil & English
Duration of Contract	:	12 months (Renewable upon satisfactory performance)
Reporting Officer	:	Project Director , RIGHTS/ CWDA.

2. BACKGROUND

i.	As per the Census (2011), Tamil Nadu is the sixth most populous state in India with a population of 72 million, which includes the proportion (1.63 percent) of persons with disabilities compared to national average of 2.21 percent. A study that used pooled data from the District Level Household Survey-4 (2012-13) and Annual Health Survey 2 nd updation round (2012-13) reveals that there are 4550 persons with disabilities amongst every 100,000 population in Tamil Nadu thereby indicating a much higher prevalence of disability in comparison to the census data. Therefore, if one goes by the estimates of this recent study, there would be about 3.2 million people in Tamil Nadu living with some form of disabilities. Moreover, even these estimations appear on the lower side especially since the definition and
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		type of disabilities has undergone a change to include a larger population group since the promulgation of Rights of Persons with Disabilities Act, 2016.
	ii.	Persons with disabilities face multiple socio economic constraints including poorer health outcomes, lower education levels, limited economic participation, and higher rates of poverty compared to persons without disabilities. They often experience exclusion and barriers in accessing health services, education, employment, transportation, information as well as care and rehabilitation services. Furthermore, households with a disabled member are more likely to experience material hardships—including food insecurity, poor housing, lack of access to safe water and sanitation, and inadequate access to healthcare. Thus, these limitations and barriers not only hinder their full and effective participation in the society, but also affect the country’s productive potential, the human capital. In order to increase the human capital and reduce the achievement gap among people with disabilities, a coordinated and comprehensive package of interventions appears warranted for addressing the individual and community contexts at both, multiple and systemic levels.
	iii.	Tamil Nadu has always been a pioneer in the implementation of welfare schemes for all sections of socially disadvantaged groups. The Department for the Welfare of the Differently Abled Persons (CWDAP), through its various initiatives and schemes have extended full support to the differently abled people in their pursuit of full and equal involvement in every aspect of society. The CWDAP is largely responsible for all administrative, statutory and service delivery functions, which is implemented through its well experienced workforce at the state, district and local levels. The thrust areas of the CWDAP are: prevention and early interventions, special education, employment & vocational training, social security (maintenance allowance, travel concession, assistance to NGOs), aids & appliances, and barrier free structure. Recently, CWDAP conducted a pilot project in a few blocks of the state and has identified a need for multi-sectoral, whole-government, and capacity building approach to care and rehabilitation of the differently abled.
	iv.	The RIGHTS Project focus on three pillars: first, promote inclusion of all by ensuring that persons with

		<p>disabilities participate equally with others in any activity and service intended for the general public, such as education, health, employment, and social services; second, improve the access of specialized programs by investing in specific measures for quality care, rehabilitation and support services; and third, provide opportunities for persons with disabilities for completion of education, skills training and market-linked employment opportunities. However, to manage the project at the proposed scale, substantial efforts would be required to build the current institutional capacity of the CWDAP at all levels in terms of field units for administration, service delivery, supervision and monitoring, along with the self-sustaining capacity.</p>
	v.	<p>The Project would be managed by the Directorate for Welfare for the Differently Abled (CWDA), led by the Project Director (PD) RIGHTS project cum Director CWDA, hereinafter also referred as PD, and would have a team of consultants.</p>
	vi.	<p>In order to provide the overall process coordination of partnership development activities , CWDA, for its RIGHTS Project, is seeking an interested and qualified person for the engagement of Program Officer - Partnership Development(PO-PD) hereinafter also referred as 'consultant' to assist the PD-RIGHTS/CWDA during the implementation of the RIGHTS PROJECT .</p>
3	OBJECTIVES AND SCOPE	
	<p>Under the supervision of the PD RIGHTS the consultant will be responsible for multi-stakeholder activities to achieve the disability inclusive development and the development objectives of the RIGHTS project. He/she will in particular be responsible for the multi-stakeholder partnership components of projects: The consultant will assist the Partnership Development & Convergence unit in:</p>	
	i)	<p>To build multi-stakeholder partnerships in achieving disability inclusive development for the effective implementation of the RIGHTS project.</p>
	ii)	<p>Identifying opportunities for partnering with Government (State& Central)Organisations, International and regional organizations, International or regional disabled peoples' organizations , Human rights organizations, professional groups , Academics , Teachers and educators , Health care practitioners ,the media, including TV, radio and newspapers ,private sector, NGOs, Civil Society Organisations across all sectors.</p>

	iii)	Developing strategies and plans in order to strengthen the partnership component.
	iv)	Building and maintaining issue-based partnerships and coalitions with the other organisations.
	v)	Mobilizing knowledge resources from multiple non-governmental organisations, both national and international level.
	vi)	Build partnership with international organisations that are creating impactful projects across various sectors.
	vii)	Provides examples of advancing multi-stakeholder partnerships disability-inclusive development ;
	viii)	Prepare and update periodic progress reports of Projects/Schemes of RIGHTS to include the details on multi-stakeholder partnerships .
	ix)	Any other relevant task as delegated by the Project Director (PD) or and other senior officials nominated by the PD/ CWDA
4	REPORTING AND REVIEW	
	The Consultant will report to the Project Director, RIGHTS Project or other official as assigned by PD and work under his/her direct supervision on a day-to-day basis.	
5	EDUCATIONAL QUALIFICATION AND EXPERIENCE	
	This engagement requires a dynamic, experienced and analytical professional with demonstrated experience of managing programmatic interventions related to persons with disabilities.	
	i.	Full time post graduate/under graduate qualification in social work/ research/economics/ rural management/ development studies/ public policy/ public administration or any other relevant discipline from a reputed university preferred.
	ii.	3-5 years' experience preferably in multi-stakeholder partnerships with National/State Govt. and/or development/donor/similar organization/s. Experience of developing/implementing partnership development related to persons with disabilities programs/schemes in Tamil Nadu or in a similar context would be desirable.
	iii.	Demonstrated knowledge and understanding of policy development, formulation and review of legislation, strategies and action plans at state level desirables.
	iv.	Fluency in spoken and written English, similar skills in Tamil is desirable.
6.	Skills Required	
	i)	Good communications & supervisory skills – able to express complex information in a simple and concise manner.
	ii)	Outstanding interpersonal skills: ability to work efficiently and effectively across sectors and teams to

		ensure the Project outcomes/deliverables.
	iii)	Strong analytical and conceptual skills.
	iv)	Report writing skills
	v)	Excellent writing and presentation skills and ability to make presentations in English and Tamil
	vi)	Ability to work in teams and liaise well with others
7.	Remuneration	
	i)	The remuneration for the consultant would be in the range of Rs.75,000 per month . Only travel expenses will be paid as per actuals. The consultant will be located at the Directorate for Welfare of the Differently abled, No.5, Kamarajar Salai, Lady Willingdon College Campus, Chennai-600 005 during the course of the contracted period. The consultant may require travel as per Project requirements.
	ii)	The consultant will have to attend CWDA on all working days unless on an official tour as approved by PD or allowed to work from home by PD. The consultant may also be required to attend office on holidays as and when so desired by PD for disposal of urgent matters. However, no extra remuneration will be paid for attending office on holidays
8.	APPLICATION PROCEDURE	
	i)	Potential candidates having significant experience in similar assignments may submit their detailed CV with a cover letter. The CV should be based on the fact that the candidate will have to substantiate with original documents during the selection process, failing which their candidature will be rejected. The initial period of the contract shall be one year with the possibility of further extension subject to the performance of selected candidates, availability of funds and requirement of Project.
	ii)	Potential candidates may submit their detailed CV with a cover letter through email addressed to: Project Director - RIGHTS Project cum Directorate for Welfare of the Differently Abled, No.5, Kamarajar Salai, Lady Willingdon College Campus, Chennai-600005. E-Mail to recruitment.tnpwdrights@gmail.com with the subject line: RIGHTS: Program Officer – Partnership Development (PO-PD),2022
Hard-copy of the application (mentioned in Annexure-I) may be sent to:		

Project Director-RIGHTS Project cum Director, Directorate for Welfare of the Differently Abled, No.5, Kamarajar Salai, Lady Willingdon College Campus, Chennai-600005.	
Application Link	https://docs.google.com/forms/d/e/1FAIpQLSfpeFgUFnYsI8IQp3_cxJ37eNnGDcCGDeNgx8C-4tKNp10YoQ/viewform
LAST DATE FOR THE SUBMISSION ON APPLICATIONS IS 25.02.2023	

Annexure I

**COMMISSIONERATE FOR WELFARE OF THE DIFFERENTLY ABLED PERSONS
GOVERNMENT OF TAMIL NADU**

***RIGHTS Project : Inclusion, Accessibility & Opportunities for the
Differently Abled in Tamil Nadu***

FOR OFFICE USE ONLY

DATE OF RECEIPT:

APPLICATION NO:

Application for the post of Program Officer –Partnership Development

S. No	Details	
1	Name	
2	Age as on 01.11.2022	
3	Date of Birth	
4	Gender	
5	Father's Name	
6	PWD Candidate (Yes/No)	
7	Primary Mobile number	
8	Alternate Mobile number	
9	E-mail	
10	Total Years of Experience	
11	Address for communication	
12	Permanent address	

13	Educational Qualifications					
	Qualification	Year of Completion	% of marks/ CGPA	Institution	Full time/Correspondence	Board / University
	10 th / Matriculation					
	HSC / equivalent					
	UG Degree					
	Full time degree or equivalent Post Graduate Degree					
	Certifications, if any					
	Other qualifications					
14	Language skills					
		To speak	To read	To write		
	English					
	Tamil					
	Others:1 -					
	Others:2 -					
	Others:3 -					

15	Work experience					
	Name of the organization	Designation	From	To	Full Time/Part-Time	CTC (In Lakhs)
Candidate may attach a brief note as an enclosure, on the responsibilities handled, extraordinary achievements, if any, in the previous responsibilities						

Terms and Conditions:

- a) I have read and understood all the terms and conditions mentioned in the notification.
- b) All the information provided by me is true to the best of my knowledge. I am aware that if any of the information provided by me is found to be incorrect, my application /appointment shall be rejected without any notice.
- c) I will submit all certificates as and when requested by CWDA. I am aware that if I fail to submit the proof of my claims on experience or qualification or if at any stage it is found that I have made false claims, I shall be debarred from participating in any recruitment process by CWDA.

Recent passport size colour photograph	Signature of the applicant
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Date:

Place:

