

[Last date extended up to 15.09.2013]

AMBEDKAR UNIVERSITY, DELHI (AUD)

Advt. No. AUD/01/2013/Acad. Ser./

Dated: 09.05.2013

**RECRUITMENT
FACULTY POSITIONS**

AUD is a unitary University focusing on research and higher learning in the Social sciences, Humanities and Liberal studies. We are looking for faculty to focus on research, teaching & mentoring in an environment where interdisciplinary approaches are emphasized. AUD offers undergraduate, postgraduate and research degree programmes. AUD has a special interest in interdisciplinary areas of studies. AUD follows a system of appointing a teacher on the University faculty and deploying his/her services concurrently in more than one School or Programme according to his/her expertise and interest as well as the needs of the University. Every teacher of the University, no matter in which School he/she is appointed, is concurrently also on the faculty of the School of Undergraduate Studies.

Applications are invited from eligible candidates for faculty positions (Professor, Associate Professor, Assistant Professor/Assistant Librarian) in the following Schools/Centres of Studies/Library as detailed below:

A) Schools

I School of Business, Public Policy and Social Entrepreneurship:

Professor-1

II School of Culture and Creative Expressions:

Associate Professor- 2

III School of Design:

Associate Professor- 1

Assistant Professor- 4 (1 SC/ST)

IV School of Development Studies:

Professor- 1

Associate Professor- 1 (Development Practice)

Assistant Professor- 1

V School of Education Studies:

Associate Professor - 2

VI School of Human Ecology:

Professor- 1

Associate Professor- 1 (Global Studies)

Assistant Professor- 1

VII School of Human Studies:

Professor- 1 (Gender Studies)

Professor- 1 *(Disability Studies)

Associate Professor- 1 (Gender Studies)

Associate Professor- 1 (Development Practice)

Associate Professor- 1 (Psychotherapy)

Assistant Professor- 1 (Psychotherapy/Psychology)

Assistant Professor- 1 ((Gender Studies-Leave vacancy till August 2014-likely to be continued)

VIII School of Law, Governance and Citizenship:

Professor- 1

Associate Professor- 2

Assistant Professor- 4 (1SC/ST)

IX School of Liberal Studies:

Professor- 1 (Comparative Literature and Translation Studies)

Professor-1 (Economics- Leave vacancy till November 2015)

Professor- 1 (Sociology)

Professor- 1 (English)

Associate Professor – 1* (Global Studies)

Associate Professor - 1 (Mathematics)

Associate Professor- 2 (Sociology)

Assistant Professor- 3 (1 SC/ST) (Comparative Literature and Translation Studies)

Assistant Professor - 2 (1 SC) (Economics)

Assistant Professor- 1 (History-Leave vacancy till June 2015-likely to be continued)

Assistant Professor - 1 (SC) (Mathematics)

Assistant Professor- 1 (SC) (Sociology)

B) Centres

i. Centre for Social Science Research Methods:

Associate Professor- 1*

ii. Centre for Early Childhood Education and Development:

Associate Professor- 1*

iii. Centre for English Language Teaching:

Professor- 1*

Associate Professor-1*

Assistant Professor- 1* (SC/ST)

iv. Centre for Publishing:

Associate Professor- 1*

v. Centre for Community Knowledge:

Coordinator (Programmes) - 1* (at the level of Associate Professor)

C)

Library:

Assistant Librarian - 2

*Appointment to this post will be initially for a period of 3 years, extendable by another 2 years.

AUD follows the norms of appointment and service set by the UGC and adopted by the Board of Management of AUD from time to time. Reservations will be in accordance with the rules of the Government of NCT of Delhi. Conditions of service, incentives and allowances are similar to those at Central Universities. Appointments can also be made on deputation or on renewable contracts for fixed terms.

Please see **Annexure-I** below for further details regarding qualifications, pay scales, etc., and **Annexure-II** below for the nature of programmes and special needs of the academic disciplines or knowledge areas that are relevant to the respective Schools. Applications must be submitted online using the AUD online Job portal which can be accessed at this address: <http://jobportal.aud.ac.in>

There is no application fee. *Separate application must be submitted against each position.* Specify the position for which you wish to be considered and clearly identify your area(s) of research specialization.

Before filling the online application, please read the instructions carefully and get the copies of documents ready for uploading along with the form.

The extended last date for submission of applications is 15th September, 2013.

Important Note:

1. The prescribed qualifications and experience shall be the minimum, and the mere fact that a candidate possesses the same shall not entitle him/her to be called for interview. The University shall have the right to restrict the number of candidates to be called for interview to a reasonable level on the basis of better or higher qualifications and experience than the minimum prescribed, and on the basis of other relevant factors.
2. Out of the vacant posts advertised above, 3 posts will be reserved for VD and 2 posts for OD (VD-Visually Disabled, OD- Orthopedically Disabled).
3. The University shall have the right to :
 - a. Consider *in absentia* the candidature of those who may not have applied, or who may have applied but are not able to appear for the interview;
 - b. Relax any of the qualifications/experience at its discretion;
 - c. Draw reserve panel(s) against the possible vacancies in the near future;
 - d. Offer the post at a level lower than the advertised depending upon the qualifications, experience and performance of the candidate; and
 - e. Not to fill any of the advertised positions.

Dean, Academic Services

Reference Advt. No.AUD/01/2013/Acad.Ser. dated 09.05.2013.

Essential Qualifications:

(Except SBPPSE , SCCE, SDes. and CCK)

PROFESSOR

(i) An eminent scholar with Ph.D. in the concerned / allied / relevant discipline and published work of high quality, actively engaged in research with evidence of published work with a minimum of ten publications as books and/ or research / policy papers.

(ii) A minimum of ten years of teaching experience in university/ college, and/or experience in research at the University/ National level institutions/ reputed professional institutions, including experience of guiding candidates for research at doctoral level.

(iii) Contribution to educational innovation, design of new curricula and courses, and technology - mediated teaching/ learning process.

OR

An outstanding professional or scholar with established reputation in the relevant field, who has made significant contributions to knowledge in the concerned / allied/ relevant discipline, to be substantiated with credentials.

ASSOCIATE PROFESSOR

Good academic record with a Ph.D. Degree in the concerned / allied / relevant disciplines.

A Master's Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed).

A minimum of eight years of experience of teaching and/or research in academic / research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution / reputed professional institutions excluding the period of Ph.D. research with evidence of published work and a minimum of 5 publications as books and/or research / policy papers.

Contribution to educational innovation, design of new curricula and courses, and technology - mediated teaching/ learning process with evidence of having guided doctoral candidates and research students.

ASSISTANT PROFESSOR

Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level in a relevant subject from an Indian University, or an equivalent degree from an accredited foreign university.

Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.

Candidates who have been awarded a Ph.D. Degree from a University in India (recognized by the UGC) or from a university abroad shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET.

NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.

For School of Business, Public Policy & Social Entrepreneurship (SBPPSE)

1. Professor:

i. Consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management / Administration / in a relevant discipline or consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in two year full time PGDM declared equivalent by AIU / recognized by the AICTE / UGC;

OR

First Class graduate and professionally qualified Chartered Accountant / Cost and works Accountant / Company Secretary of the concerned statutory body.

ii. Ph. D. or Fellow of Indian Institute of Management or of an Institute recognized by AICTE and declared equivalent by the AIU.

iii. A minimum of ten years' experience in teaching/ research/ industry/ professional field, out of which five years must be at the level of Associate Professor or equivalent excluding the period spent for obtaining the research degree.

OR

iv. In case of candidates from industry or a professional field, she/he must possess:

1. Consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management / Administration / in a relevant management related discipline or consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in two years full time PGDM declared equivalent by AIU / recognized by the AICTE / UGC.

OR

First Class graduate and professionally qualified Chartered Accountant / Cost and works Accountant / Company Secretary of the concerned statutory body.

2. The candidate should have professional work experience which is significant and can be recognized at national / International level as equivalent to Ph. D. and twelve years' managerial experience in industry / profession of which at least eight years should be at a level comparable to that of Reader/Associate Professor.

v. Without prejudice to the above, the following conditions may be considered desirable:

- i) Teaching, research, and / or professional experience in a reputed organization;
- ii) Published work, such as research papers, patents filed / obtained, books and / or technical reports;
- iii) Experience of guiding project work / dissertation of PG / Research Students or supervising R&D projects in industry;
- iv) Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
- v) Capacity to undertake / lead sponsored R&D consultancy and related activities.

For School of Culture & Creative Expressions (SCCE)

Associate Professor:

- i. Good academic record with doctoral degree, with performing ability of high professional standard.
- ii. Eight years of experience of teaching in a University / College and/ or research in University / national level institutions excluding the period spent for the research degree of M.Phil./ Ph. D.
- iii. Has made significant contributions to the knowledge in the subject concerned as evidenced by quality of publications.
- iv. Contributions to educational innovation such as: designing new courses and/ or curricula and/or outstanding performing achievements in the field of specializations.

OR

- v. A Professional artist with highly commendable professional achievement in the concerned subject, who should be/has:

1. A recognized artist of his/her own discipline;
2. Eight years of outstanding performing achievements in the field of specialization;
3. Experience in designing of new courses and /or curricula;
4. Participated in Seminars/Conferences in reputed institutions; and
5. Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

For School of Design (SDes.)

Associate Professor

PhD/PG(AEP)/MDes/UG/B. Arch/M.Arch/ 5&1/2 or 4 year full time graduate diploma or other comparable qualifications in design

With at least 12 years professional/ academic experience (excluding PhD) in core areas of design education/ practice with a multi-disciplinary approach

Team work, leadership and initiative to take on larger responsibilities

Proven competencies in curricula design in established/new/emerging areas of professional design education.

Assistant Professor

PG(AEP)/MDes/UG/B. Arch/M. Arch/ 5/2 or 4 year full time graduate diploma or other comparable qualifications in design

With at least 6 years professional/ academic experience and application in core areas of design with a multi-disciplinary approach and sound understanding of design processes and research methods, digital design languages.

High level of competencies in materials & processes, visualisation & representation techniques (analogue & digital), community mobilisation, media (both Old and New media) usage.

Experience of developing courses/course materials in professional design education programmes will be an additional asset.

ASSISTANT LIBRARIAN

1. A Master's degree in Library Science/Information Science/Documentation Science or an equivalent professional degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization of library.
2. Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.
3. However, candidates, who are, or have been awarded Ph. D. degree in accordance with the "University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of University Assistant Librarian".

SCALES OF PAY:

Professor:	Rs.37,400-67,000 (PB-4) + AGP Rs.10,000
Associate Professor :	Rs.37,400-67,000 (PB-4) + AGP Rs.9,000
Assistant Professor :	Rs.15,600 - 39,100 (PB-3) + AGP Rs.6000
Assistant Librarian:	Rs.15,600 - 39,100 (PB-3) + AGP Rs.6000.

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Special requirements of Various Schools of Studies & Centres

A. SCHOOLS

I. School of Business, Public Policy and Social Entrepreneurship (SBPPSE):

Professor

- A person with suitable aptitude and experience to take the leadership role to translate the vision of the School by developing academic and applied programmes, expanding its visibility by entering into collaboration with other institutions in India and abroad and by establishing strong engagement with the community and neighbourhood.

Desirable Qualification:

- At least 20 years of full time experience in leading positions in academics, industry, Government or NGO

Specialisation:

Teaching/Research in any of the following areas :

- Marketing, Business policy & Strategy, Law /Industrial Relations, International Management, Public Policy / Social Entrepreneurship/ Social Innovation.

II. School of Culture and Creative Expressions (SCCE):

Associate Professor:

- 1) One post with specializations in **Art Curation and/or Art History** or specialization in **Art Curation and/or Art Practice** with theoretical knowledge and practical experience in curating art or 8 years' teaching experience in these fields, preferably with a Ph.D. or equivalent publication or exhibiting in these fields.
- 2) The second post with specialization in **Visual Art or Film Studies** with theoretical knowledge and preferably also having practice in making art or films and exhibiting or 8 years' teaching experience in these fields preferably with a Ph.D. or equivalent professional experience.

III. School of Design (SD):

The School of Design focuses on design not only through formal and functional aspects which go into the design of objects, service systems and environments, but also through critical reflection on how design shapes society and environment and vice versa. In order to understand and leverage how design impacts social and cultural outcomes, the School of Design is re-imagining appropriate, inclusive and responsive design education for our present times. Education, research and practice at the School of Design takes place in the inter-disciplinary setting offered by AUD's ecology of Schools and Centres. The School is at a nascent stage and offers to the faculty a rare opportunity of building a new design pedagogy with the humanities and social sciences.

The School of Design invites individuals who have practised design in any of its specialisations or allied disciplines and are interested in being design educators as the school is envisaged as a practice-based academic environment. Good academic achievements (with at least 55% marks in a relevant subject from an Indian University, or an equivalent degree from an accredited foreign university), a strong and varied design practice experience and demonstrated ability to work individually and in teams would be considered important criteria along with publications and presentations in popular and academic fora. Candidates with Bachelor's and Master's degrees in design, architecture, fine and applied arts are encouraged to apply as are candidates from other disciplines whose research and teaching interests are aligned to the approach and focus of the School of Design.

The areas of design practice and research include:

- Community resource management and income generation;
- Capacity building in cultural and heritage contexts;
- Systems and technology interface with societal needs like education, health, governance, agriculture etc;
- Systemic efficacy of product-service synergy, materials, production & IT technologies;
- Social entrepreneurship;
- Working with rural/urban communities & women;
- Issues of self governance, equality, enterprise & resource access;
- and Socio-cultural interpretation of objects and built environment.

The applicant should demonstrate the ability and experience to conceive and implement complex design interventions in socio-cultural issues through practice/project/research mode. Proven interest and competency in teaching and mentoring students at PG level will be an important factor.

IV. School of Development Studies (SDS):

The School of Development Studies at present offers a Ph.D. Programme and an MA Programme in Development Studies. Both the programmes are offered in an inter-disciplinary approach. The School has also recently launched an M.Phil Programme in Development Practice which involves intense field immersion.

Candidates for the position of Professor must have Master's and preferably Ph.D. in Development Studies/Sociology/Social Anthropology/Economics/Political Science with experience in field-work based research and engagement with multiple disciplines in an inter-disciplinary framework.

Candidates for the position of Associate Professor must have Master's and Ph.D. in Development Studies/ Sociology/Social Anthropology/Economics with considerable experience in field-work based research.

Candidates for the position of Assistant Professor must have Master's and preferably Ph.D.in Development Studies/Sociology/Social Anthropology/Economics/Political Science/Population Studies with considerable field-based work done at the doctoral or postdoctoral level.

V. School of Education Studies (SES):

SES is envisioned to evolve as a community of professionals and scholars endeavouring to understand education in its historical and contemporary contexts through engaged scholarship and practice. The School proposes to bridge the gap between the theory and practice of education in its multiple locations – in that it would foster greater convergence between the study of education as a social phenomenon and the preparation of professional educators. The School is working towards development of a rigorous praxis-based theoretical perspective for analysis and research while engaging with teacher education, pedagogy, curriculum, policy planning and administration. The MA Education is the first programme of the School started during the academic session 2012. The programme is enriched with graduates coming from diverse backgrounds such as BEEd., BEd., Sociology, History, Literature, Science etc. The School will launch its MPhil / PhD and other programmes in education in the near future. Short credited courses on specialized themes, conducted in modular manner, for school teachers and other education professionals, are also being envisaged towards addressing the acutely felt need for continuing professional development and learning opportunities for educators in schools and development sector.

Associate Professor: Position 1

Candidates for the post of Associate Professor will be expected, in addition to fulfilling the basic qualifications, to be scholars in their respective subjects who can take a leadership role in helping the School envision and implement academic programmes and guide innovative research in the area of Education.

Candidates with experience in teaching /research at university level in some specific areas related to Education such as Teaching of Language, Education leadership and Management, Distance Education, Inclusive Education and Early Childhood Education will be given preference.

VI. School of Human Ecology (SHE):

The School has a faculty drawn from various disciplines and specialized in areas such as Ecology, Environmental History, Environmental Economics, Anthropology and Geography. The School at present offers an MA Programme in Environment and Development and a Ph.D. Programme in Human Ecology. A programme in Global Studies is being planned to be launched in collaboration with the Schools of Liberal Studies and Development Studies.

Candidates for the position of Professor should have a record of working in leading interdisciplinary, cutting-edge research, teaching and mentoring on issues lying at the interface of ecology, environment and society. She/he should be able to articulate a long term vision that will help the School of Human Ecology to become a thought leader in the nascent area of work within India. A demonstrable experience of collaboration with academic and non-academic actors working on the interface of ecology and society will be preferred.

Candidates for the position of Associate Professor will primarily be expected to participate in developing the Global Studies programme which aims to cover the historical trajectories, diverse causal factor and perceptions of globality/globalism by deploying a variety of intellectual tools and methods drawn from several disciplines. Applicants should have a record of academic work on themes that include (but not limited to) - Cultures and Identities, Wealth and Poverty, Environment and Society, State-Democracy-Social Change.

Candidates for the position of Assistant Professor should preferably have a Ph.D with an interdisciplinary approach within a human ecology framework, with a strong focus on field-based research. Some of the preferred disciplinary strengths include- Ecology and conservation biology (including quantitative ecology, invasion biology, wildlife biology, ecosystem dynamics etc.) Environmental management (including GIS, remote sensing, environmental impact assessment, project management, environmental audit), Urban studies (including urban geography, urban planning), Climate change and water resources (hydrogeology, physical geography), Energy studies (energy economics, risk, resilience and adaptation).

Associate Professor for Global Studies : Global Studies, a new academic area, attempts to study the connections and relationships that co-produce realities often considered local or seemingly global with a multitude of locally embedded contexts by deploying a variety of intellectual tools and methods drawn from several disciplines (including history, political science, philosophy, economics, sociology, religious studies, geography, philosophy/sociology of science and medicine, media studies, educational studies, gender studies and environmental sciences). A key objective is to illuminate hidden histories and geographies of globality that are too often subsumed within dominant stories of colonial, postcolonial and neoliberal globalization.

AUD invites application from scholars who have worked on themes that includes (but not limited to) the following:

- Knowledge in a Global Perspective
- Cultures and Identities
- Wealth and Poverty
- Environment and Society
- States, Democracies and Social Change

VII. School of Human Studies (SHS):

Associate Professor-

1. Development Practice: specialization in Philosophy/Psychology/Sociology
2. Psychotherapy: Specialization in Psychodynamic psychotherapy
Please see the AUD website for a vision statement on the School.

VIII. School of Law, Governance and Citizenship (SLGC):

The School's focus will be the interface of law, development, governance, social transformation and constitutional rights. The School is likely to launch a Masters Programme in Law shortly. Please see the AUD website for a vision statement on the School.

IX. School of Liberal Studies (SLS):

The School at present offers MPhil and PhD programmes as well as Masters programmes in core disciplines of the Social Sciences and Humanities, viz., in Economics, English, History and Sociology. The faculty in the School of Liberal Studies are involved (along with those from the other Schools) in offering BA Honours programmes in Economics, English, Hindi, History, Mathematics and Sociology.

Details of the Masters Programmes and the BA Honours programmes are available on the AUD website.

Specialization for Comparative Literature and Translation Studies

MA in Translation Studies/MA in Comparative Literature with M.Phil/Ph.D. in translation Studies/Comparative Literature.

OR

MA in English/MA in Hindi/ MA in any other Indian Language and Literature with M.Phil/Ph.D. in Comparative Literature/Translation Studies/ Indian Literary Tradition and Culture with at least 3 publications related to the Translation of Literary texts/Translation Studies.

Associate Professor for Global Studies : Global Studies, a new academic area, attempts to study the connections and relationships that co-produce realities often considered local or seemingly global with a multitude of locally embedded contexts by deploying a variety of intellectual tools and methods drawn from several disciplines (including history, political science, philosophy, economics, sociology, religious studies, geography, philosophy/sociology of science and medicine, media studies, educational studies, gender studies and environmental sciences). A key objective is to illuminate hidden histories and geographies of globality that are too often subsumed within dominant stories of colonial, postcolonial and neoliberal globalization.

AUD invites application from scholars who have worked on themes that includes (but not limited to) the following:

- Knowledges in a Global Perspective
- Cultures and Identities
- Wealth and Poverty
- Environment and Society
- States, Democracies and Social Change

B. CENTRES

i) Centre for Social Science Research Methods (CSSRM)

The Centre for Social Science Research Methods has the mandate to advance understanding and practice of research methods by raising awareness about recent developments and current ‘best practices’. The activities of the Centre will include periodic training workshops, refresher courses, contribute to the courses on methods in various undergraduate and postgraduate programmes in the university, organising seminars/conferences, documentation of resource material.

The candidates for the position of Associate Professor should have a strong background in empirical research and quantitative methods, with particular interest in research methodology in social sciences, experience in using statistical softwares (desirably, open source softwares as well). Preference will be given to those with familiarity of (or, interest in) qualitative methods and related softwares, and experience in teaching quantitative methods to students from various disciplines in social sciences.

ii) **Centre for Early Childhood Education and Development (CECED)**

CECED was established in AUD in 2009. Its mission is to ‘contribute towards the national goals of social justice and equity, by promoting developmentally and contextually appropriate ECED as every child’s right to a sound foundation, and raising ECED to the forefront of policy formulation and effective and universal program implementation.’ It has been conceptualized essentially to (a) expand the landscape of indigenous knowledge on ECED and narrow the gap between theory , research, policy and practice; (b) strengthen the momentum for good quality, play based ECED and (c) critique and provide evidence –based policy related advice and feedback on existing programmes and provisions for children across public, private and voluntary sectors. It has in the last three years established its professional credibility in the field and has completed several important researches and projects.

CECED is inviting applications for the position of Associate Professor . Candidates applying for this position will, in addition to meeting the basic qualifications for this position, should be scholars in the field of Early Childhood Development and /or Child Development, Special Education and /or Early learning/ Literacy .

iii) **Centre for English Language Teaching (CELT):**

Specialisation: MA or M. Phil/Ph.D. in TESL (English as a Second Language/ELT (English Language Teaching)/ PGDTE (Post Graduate Diploma in Teaching English)

OR

MA in English/MA in Education with ELT Specialization and CELTA (Certificate in English Language Teaching) or DELTA (Diploma in English Language Teaching).

OR

MA in English/MA in Education with ELT specialization and at least 3 years of experience in ELT (English Language teaching) at least at the under graduate level.

iv) **Centre for Publishing (CP)**

Associate Professor:

Ambedkar University, Delhi (AUD) seeks a dynamic, innovative, and accomplished professional for the newly created position of Associate Professor in Publishing.

The candidate must have a minimum of four years of work experience related to publishing, in academia or in industry. He/She should possess excellent oral and written communication skills, passion to encourage learning, self-motivated team member, ability to help develop curriculum, and the ability to help develop lab(workshop/seminar) and should be a self-motivated team player. This is an academic position and will require campus teaching.

The Associate Professor in Publishing has direct administrative responsibility for AUD's forthcoming Diploma in Publishing graduate program. He/She will be responsible for the program's strategic planning, staffing with existing AUD faculty and adjunct faculty from the publishing industry, and daily operations. This position reports to the Director of the Centre for Publishing. The successful candidate must be able to work collaboratively, think strategically, lead effectively, negotiate solutions among diverse stakeholders with competing interests, and articulate the evolving role of this exciting new programme at AUD.

Specific Responsibilities include:

- Develop the curriculum for the Diploma Programme.
- Supervise and mentor staff.
- Plan and manage projects: define goals, develop budgets and timelines, effectively coordinate staff and technology resources, maintain vendor contacts, and work with subject specialists, IT professionals, designers and public relations staff.
- Identify and pursue relevant funding opportunities.
- Work collaboratively with faculty to promote and support the activities of the proposed AUD Centre for Publishing
- Develop and oversee programming and engagement activities like book readings, signings, etc, typically in collaboration with campus partners.
- Build awareness of and support for the management and preservation of digital publications and related materials including research data at other AUD Centres.
- Monitor trends in emerging technologies in publishing and identify implications for the Diploma programme content.
- Encourage entrepreneurship, experimentation and risk-taking in publishing projects as part of professional growth and innovative service to faculty and students.
- Contributive to the profession through research, publishing, teaching, and/or service.
- Participate in and contribute to relevant University-wide activities and committees.

- Represent the Publishing programme in campus-wide and inter-institutional initiatives.

Experience required:

- Excellent written and oral communication skills.
- Experience in planning and managing projects and project teams.
- Demonstrated knowledge of emerging trends in digital scholarship.
- Demonstrated ability to work creatively in a rapidly changing environment.
- Demonstrated ability to work in a team-based setting where consultation, flexibility, collaboration and cooperation are essential.
- Demonstrated commitment to diversity in the workplace or community.
- Demonstrated understanding of the mission of a state university committed to the Humanities and Social Sciences.

Desirable Qualifications:

- Experience in management and supervision.
- Knowledge of current issues in scholarly publishing, open access, and data sharing.
- Knowledge of current issues and trends in intellectual property, copyright, and fair use.
- Familiarity with the mobile and web-based technologies used in social media and demonstrated ability to learn new technology quickly.
- Strong public speaking skills in an academic setting.

v) **Centre for Community Knowledge (CCK)**

Coordinator, Programmes:

Functions:

Supporting the Director, CCK in direction and coordination of academic, archiving and project management activities of CCK. This will include-

- Conceptualising community centred research, preparing plans and programmes for CCK's growth, development of sponsored projects, coordination of activities with partners, and their periodic review and assessment.
- Planning and developing the AUD digital repository to meet the requirements of research and academic activities, and in developing training course on using digital recording for social science research.

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Qualifications and Experience

1. Masters in any Science or Social Science subject, preferably with a Management degree.

Essential experience

1. At least 10 years of work experience with grass roots organisation/community based NGOs, involving coordination of field activities in community setting, and in the documentation of community knowledge and issues.
2. Experience of engagement with rural and marginal communities in facilitating articulation and representation of community knowledge and issues.
3. At least 10 years of work experience with electronic media, from community based narrowcasting to broadcasting/telecasting, in creating online and offline digital installations, and experience in designing digital archives and archiving project management.

Desirable

Experience of working with academic institutions in teaching/research in electronic media, electronic art and digital archiving.

C. LIBRARY

Assistant Librarian :

Desirable: “ *At least 3 years experience in a University level Library*”.

