



## CENTRE FOR EARLY CHILDHOOD EDUCATION AND DEVELOPMENT (CECED)

F. No. AUD/CECED/ 14-2C/ 2015-16/13.04.16

The Centre for Early Childhood Education and Development (CECED) is developed under a social initiative of Ambedkar University Delhi and is envisaged as an institution that brings together research, policy and practice in the area of Early Childhood Education and Development (ECED) within a coherent and holistic conceptual frame. CECED's vision is to promote systemic understanding of developmentally and contextually appropriate and inclusive ECED with a focus on early learning. The Centre's mission is to contribute to the national goals of social justice and equity by advocating and promoting every child's right to a solid foundation for life through ECED. The Centre aims towards evidence-based quality promotion in ECED through research, capacity building and advocacy.

Under various projects, CECED requires young professionals to join the team. The details of the positions are given below. If you meet the qualifications and experience as given for each position, you may apply.

### TERMS OF REFERENCE FOR PROJECT POSITIONS IN CECED

#### **Project Associate (Code-PAS-NIH)**

**Vacancy:** One (1) currently upto 31<sup>st</sup> Dec. 2016 with the possibility of further extension.

#### **Qualification & Eligibility criteria:**

- Master's degree in Child Development, Psychology; Early Childhood Care and Education with good proven academic record.
- At least 3 years of relevant job experience in above areas particularly in conducting trainings and adaptation of psychological/educational assessments tools. *In case the candidate is having M.Phil/ Ph.D, the same may be relaxed by 1 year.*
- Willing to undertake extensive field visits/ travel especially in rural areas as and when required for the project.
- Individual should have experience of working in a team or leading a team.
- Computer Proficiency is must.
- Individuals should have good analytical and writing skills, good communication skills and should be able to coordinate research projects and prepare reports.
- Proficiency in Oriya language will be desirable.

**Consolidated Remuneration:** The monthly consolidated salary will be Rs. 40,250/- p.m.

### Project Associate (Code-PAS-FS)

**Vacancy:** One (1) currently upto 31<sup>st</sup> Dec. 2016 with the possibility of further extension.

**Qualification & Eligibility criteria:**

- Master's degree in Child Development, Psychology; Early Childhood Care and Education; Social Work and Social Science with good proven academic record.
- At least 3 years of relevant job experience in the field of Social Sciences. *In case the candidate is having M.Phil/ Ph.D, the same may be relaxed by 1 year.*
- Willing to undertake extensive field visits/ travel especially in rural areas as and when required for the project.
- Individuals should have experience of working in a team or leading a team.
- Computer Proficiency is must.
- Individuals should have good analytical and writing skills, good communication skills and should be able to coordinate research projects and prepare reports.

**Consolidated Remuneration:** The monthly consolidated salary will be Rs. 40,250/- p.m.

### Project Associate (Code- PAS-CSF)

**Vacancy:** One (1) currently upto 31<sup>st</sup> December 2016 with the possibility of further extension

**Qualification & Eligibility criteria:**

- Master's degree in Psychology/Psychometrics with good proven academic record.
- At least 3 years of relevant job experience in the field of Psychometrics. *In case the candidate is having M.Phil/PhD, the same may be relaxed by 1 year.*
- Willing to undertake extensive field visits/ travel especially in rural areas as and when required for the project.
- Individuals should have experience of working in a team or leading a team.
- Computer Proficiency is must with Knowledge of STATA/SPSS software
- Individuals should have good analytical and writing skills, good communication skills and should be able to coordinate research projects and prepare reports.

**Consolidated Remuneration:** The monthly consolidated salary will be Rs. 40,250/- p.m.

## **Project Assistant-Communication (Content Developer) (Code- PA-C)**

**Vacancy:** One (1) currently upto 31<sup>st</sup> December 2016 with the possibility of further extension

### **Qualification & Eligibility criteria:**

- Master's degree in Communications & Journalism, Public Relations , Education, Child Development . Early Childhood Care and Education, Psychology **or** English with relevant work experience in the communication domain.
- Excellent communication skills, command over English technical writing skills, particularly writing for social media, annual reports, project summaries, SEO ready content for website, web portal etc.
- Aware of issues related to children and child rights.
- Individuals must be willing to undertake extensive field visits/ travel especially in rural areas as and when required for the projects.
- Computer & ICT proficiency is a must.
- Individuals should have good analytical skills and be able to think creatively and innovatively.
- Experience of progressively responsible professional work experience in creating content across media (online content, copy, photography, film, reports, press releases and others) in the social sector related to child rights/child development/ education in the field of advocacy, information and communication through media agencies, corporate and civil society partners would be an added advantage.

**Consolidated Remuneration:** The monthly consolidated salary will be between **Rs. 20,000** to **Rs. 25,000/-** commensurate with qualification and experience.

## **Project Assistant (Code- PA)**

**Vacancy:** Two (2) currently upto 31<sup>st</sup> December 2016 with the possibility of further extension

### **Qualification & Eligibility criteria:**

- Masters in Child Development, Child Psychology; Early Childhood Care and Education; Social Work.
- Willing to undertake extensive field visits/ travel especially in rural areas as and when required for the project.
- Computer Proficiency is must.
- Experience of working with young children /conducting research/conducting trainings
- Ability to adapt of psychological/educational assessments tools/ ability to analyze data will be an added advantage.
- Should have good analytical and writing skills, good communication skills and able to prepare and write reports.

**Consolidated Remuneration:** The monthly consolidated salary will be between **Rs. 20,000** to **Rs. 25,000/-** commensurate with qualification and experience.

Please note that all the above mentioned positions require frequent travelling outside Delhi. Applicants who are willing to travel should only apply. (*Note: the positions require 50%- 60% travelling outside Delhi*).

Send your application in the prescribed format with updated CV through email as PDF or word attachment to [ceced.recruitment@gmail.com](mailto:ceced.recruitment@gmail.com) latest by 24<sup>th</sup> April, 2016 (23:59 hours) with subject line 'Name of the respective position along with post code number'.

**Applications without application format, CV or without mentioning post applied for will be rejected out rightly.**

*Only shortlisted candidates will be called for interview and no TA/DA will be given for attending the interview. No inquiry during the period will be entertained.*

*Please note that all the appointment would be purely on temporary/contractual basis for the specified period of time and based on projects duration. Appointment under this advertisement does not give you a right for any regular job in CECED or AUD. The organization holds the right for Extension or Termination of the candidates' appointment as per policy.*

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