

National Disaster Management Authority
Government of India

TERMS OF REFERENCE

SENIOR CONSULTANT

Position – Senior Consultant (Case Studies/ Best Practices related to Disaster Management)

1.	Name of the Division	Operations Division
2.	Purpose of the job	Short term engagement of Sr Consultant for preparation of Case Studies / Best Practices related to Prevention / Mitigation, Preparedness & Planning, Response and Build Back Better in Recovery, Rehabilitation and Reconstruction.
3.	Position Number	01 (one)
4.	General Overview	Background NDMA has created National Disaster Management Policy, National Disaster Management Plan, National Guidelines & SoPs for various disasters etc. in the past and the same is available on NDMA website. Need It is required from National Authority to formulate Case Studies/ Best Practices related to Prevention/Response and Build Back Better in Recovery.
5.	Scope of work	Pan India
6.	Duration of Assignment	03 Months
7.	Deliverables and timelines	Preparation on Case Studies/ Best Practices related to Disaster Management: Outline : Within 30 days First draft : Within 40 days Peer Review : Within 50 days Final Draft : Within 58 days

8.	Academic Qualification	<p>Essential</p> <ul style="list-style-type: none"> • Candidate should possess a Master's Degree or equivalent in Disaster Management/ related field. <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> • Retired Government employee experience in handling disaster situation would be preferred. <p>Desirable</p> <ul style="list-style-type: none"> • M.Phil or Ph.D in Disaster Management or related field.
9.	Work Experience	<p>Essential</p> <ul style="list-style-type: none"> • Minimum 05 years of work experience with a Govt organization related to handling disaster situations. <p style="text-align: center;">or</p> <ul style="list-style-type: none"> • A retired government employee with Grade Pay of Rs. 8700 (pre-revised) / Level – 13 (7th CPC) with experience in handling disaster situation. <p>Desirable</p> <ul style="list-style-type: none"> • The applicant should have worked with a Government Agency, leading regional/ international organization or a public section agency dealing with Disaster Management.
10.	Remuneration Band	<ul style="list-style-type: none"> • Rs. 125000-175000 per month. • For retired Central / States Government Employees - Last Pay Drawn Less Pension as per the provisions contained in para 6 of MoF, DoE OM No 3-25/2020-E.III.A dated 09.12.2020.
11.	Reporting Mechanism	Advisor (OPS), NDMA