

Centre for Mass Communication

University of Rajasthan, Jaipur

Requirement : Project Secretary

Application invited for the post of project secretary for the Centre for Mass Communication, UoR and UNICEF-Rajasthan for collaboration on facilitating the promotion and integration of Development Journalism in the postgraduate course of Mass Communication, demonstrate quality development reporting through fellowships and roundtable of media editors or senior journalist for promoting development journalism with focus to social concern issues including children and women

TERMS OF REFERENCE

Introduction

The centre has also been engaged in several scholarly engagements and bringing discourses to the domain on journalism, education based communication and other programmes focusing on journalism and bringing deliberation among media, academia as well as policymakers.

Background

Partnership with UNICEF on Development Journalism for academic and media, including the All India Media Educators' Conference was extremely fruitful. During the project, having established three key areas of initiative viz: development Journalism among various stakeholders, exposure of MLAs and Grassroots Journalists (Stringers).

We would like to undertake the project of Development Journalism by covering on Curriculum and lesson plan for media students, faculties and the media to contribute towards quality and ethical journalism. In this connection we would also like to do a pre-testing of the media module for us to be able to fine tune and propose a finalized and tested module for promotion. Connected to this, the proposal for awarding fellowships to generate quality academic articles on issues concerning under development journalism initiative is also proposed. We would also like to organize a Roundtable of senior media editors under this proposal to sensitize all media segments as this is an influential group and needs to be brought within the purview of Developmental Journalism.

Purpose of Assignment:

This process will also help to develop a Module on Development Communication: finalized curriculum with module and reference etc for post graduate students of Mass Communication and Journalism, which may then be subsequently taken up for orientation for both students and practicing journalists in subsequent years. The process will also deliberate on finalized learning module for faculty development programme and for media practitioners.

Responsibilities and deliverables:

- Effectively coordinate events in collaboration with UNICEF and the Centre for Mass Communication, Rajasthan University
- Effectively liaised with identified partners/individuals/experts.
- Finalized documents evolving from the events based on requirements of both UNICEF and Centre for Mass Communication, Rajasthan University.
- Partnership collaboration compliance and official protocols maintained and verifiable documents made available.

- Providing support in fulfilling all translations, editing, layout and formatting of all programmes (as required).

Qualifications or specialized knowledge/experience required:

Educational and Professional Qualifications:

- Graduate/postgraduate degree/ demonstrated experience of managing partnership projects/events with UN agencies, preferably with UNICEF with focus to Communication/ Mass Communication/Journalism or a related technical field.

Specific Experience:

- Demonstrated experience of working in facilitating events and coordinating programme With UN organizations or with academic organizations.
- Familiarity with development issues, policies and programming, including Government flagship programmes;
- Demonstrated experience of coordinating field level activities and reporting the same in Hindi and English, preferably following UN compliance protocols;
- Demonstrated experience in Computer Literacy and working knowledge of Microsoft Office essential (Word, Excel, PowerPoint);
- Ability to work collaboratively with diverse partners and ability to work in a multicultural environment

Period: Three Months

Salary: Project Secretary Consolidated Rs 2, 00,000.00 plus conveyance expenses Rs 50,000/ in total for the project period.

Apply to: Head, Centre for Mass Communication, University of Rajasthan, Jaipur,

E-mail: cmc.uor@gmail.com

Last date of submission for application: 22th September 2016



(Prof. Sanjeev Bhanawat)
Head, Centre for Mass Communication
University of Rajasthan, Jaipur
