



TATA INSTITUTE OF SOCIAL SCIENCES
V.N. Purav Marg, Deonar, Mumbai 400 088
A Deemed University under Section 3 of the UGC Act, 1956)

01.02.2022

Vacancy Notification for Project Staff

Project Name: Preparing Compensation Policy & its Implementation plan for Project Affected Fisherfolk of Mumbai Coastal Road Project (South)

Commissioned by: Municipal Corporation of Greater Mumbai (MCGM)

Project Holder: Tata Institute of Social Sciences, Mumbai

Scope of Work: The field of study is Mumbai, and field/community engagement for the research study would include community visits (gaathan/fishing village, landing stations and jetty within the project area) and data collection and consultations with primary stakeholders including women and men within fishing communities and fish workers co-operatives (fish workers, allied workers and other members from these communities whose lives would be directly/indirectly impacted by the project activity).

1. Research Assistant: Participatory Livelihoods Assessment (3 Numbers)

Duration: 5 months

Honorarium: Rs. 40,000/-

(Local travel from TISS to project sites will be largely organised or the same in public transport will be reimbursed)

Nature of Engagement

Conducting participatory livelihoods assessment and analysis as per project objectives in project affected fishing communities in Mumbai.

Qualification and Skills Required

Recent Post graduates in M.A Social Work, **with the following skills /training**

- Use of participatory livelihoods tools and methods (IFAD/FAO tools) in research
- Have undergone course work / practice experience in use of participatory livelihoods assessment tools

- Have undertaken research / or used participatory livelihoods assessment tools in fieldwork
- Have worked with communities
- Have language proficiency in Hindi/Marathi
- Excellent documentation, presentation and skills in analysis, and use of computer applications like use of excel, atlas ti etc., is required.

The job description would include

- Data collection using participatory livelihoods assessment tools as mentioned above (including Wealth Ranking, Social/Resource Map, Livelihood Matrix, Skills Matrix, Seasonal Calendar, Income and Expenditure Matrix, Access and Control Profile, Cash Inflow and Outflow Calendar, Actor Matrix, Marketing Checklist, Markets and Mobility Map, Participatory Value Chain Mapping etc.) and other qualitative tools; with the fishing communities affected by the coastal road project (South) and other related stakeholders.
- Transcription and analysis of the collected data in the required format and documentation
- Desk research and community engagement and field level co-ordination wherever required.
- Any other related work

Conditions for engagement

- Candidates who are located in Mumbai or can make their own arrangements for stay in Mumbai only need to apply
- **Candidates who do not have the above skills / experience especially use of participatory livelihoods assessment tools and methods need not apply.**

2. Research Assistant: Quantitative Data Analysis (3 numbers)

Duration: 5 months

Honorarium: Rs. 40,000/-

(Local travel from TISS to project sites will be largely organised or the same in public transport will be reimbursed)

Nature of Engagement

- Design, conduct and coordinate field level surveys, and coordination with Research Investigators/Associates;
- Collate and analyse findings from the data collected;
- Present Reports on findings to diverse stakeholders;
- Knowledge of statistical concepts and the ability to deal with large datasets with the help of analysis packages such as STATA/SPSS will be an additional advantage

Qualification and Skills Required

- Master's degree social sciences, preferably economics/development studies/ with minimum 3 years of relevant experience with exposure for conducting surveys, and report writing, preferably in the social development sector/public policy/journalism;
- Develop or assist in the development of interview schedules; contact potential stakeholders to introduce and explain study objectives and protocol and to arrange interviews, either in person or by telephone;
- The candidate is expected to work on the following aspects:
 - To supervise all the activities and ensure that the objectives of the study are met;
 - Work in teams to design evaluation tools and formats based on pre-defined goals and indicators;
 - Conduct training and monitor for survey pilots on the field;
 - Design, conduct and coordinate field level surveys, and coordination with Research Associates and Assistants;
 - Collate and analyse findings from the data collected;
 - Present Reports on findings to diverse stakeholders;
- Knowledge of statistical concepts and the ability to deal with large datasets with the help of analysis packages such as STATA/SPSS will be an additional advantage.
- Excellent knowledge of MS Office; working knowledge of program/project management software (MS Project et cetera) is a strong advantage

Required skills

- To be able to perform the above tasks effectively, the Research Assistant shall be expected to work in close coordination with the Research Team;

- Comfortable and adept at building strong relationships with a wide range of stakeholders including elected representatives, bureaucrats, civil society organisations, think tanks, resource persons and NGOs;
- Conduct and record face-to-face interviews with project affected population, in accordance with predetermined interview protocol, data collection procedures and documentation standards;
- Review and edit data to ensure completeness and accuracy of information; follow up with subjects to resolve problems or clarify data collected;
- A good understanding of Social, political and governance aspects;
- Excellent report writing and Presentation

The job description would include

- Data collection survey tools as mentioned above (including needs assessment survey, life-cycle data collection across economic, social and cultural parameters)
- Data analysis of the collected data in the required format and documentation
- Any other related work

Conditions for engagement

- Candidates who are located in Mumbai or can make their own arrangements for stay in Mumbai only need to apply
- **Candidates who do not have the above skills / experience of prior primary data collection need not apply.**

3. Research Investigator: Quantitative Analysis (10 numbers)

Duration: 4 months

Honorarium: Rs. 25,000/-

Nature of Engagement

- Design, conduct and coordinate field level surveys, and coordination with Research Associates/Assistants;
- Knowledge of statistical concepts and the ability to deal with large datasets with the help of analysis packages such as STATA/SPSS will be an additional advantage
- Maintaining daily field roaster and field data process

Qualification and Skills Required

- Master's degree social sciences, preferably economics/development studies/ statistics with relevant experience with exposure for conducting surveys, and report writing, preferably in the social development sector/public policy/journalism;
- The candidate is expected to work on the following aspects:
 - Work in teams to Design, conduct and coordinate field level surveys, and coordination with Research Associates and Assistants;
 - Collate and analyse findings from the data collected;
- Knowledge of statistical concepts and the ability to deal with large datasets with the help of analysis packages such as EXCEL will be an additional advantage.
- Excellent knowledge of MS Office; working knowledge of program/project management software (MS Project et cetera) is a strong advantage

Required skills

- Comfortable and adept at building strong relationships with a wide range of stakeholders including elected representatives, bureaucrats, civil society organisations, think tanks, resource persons and NGOs;
- Conduct and record face-to-face interviews with project affected population, in accordance with predetermined interview protocol, data collection procedures and documentation standards;
- Review and edit data to ensure completeness and accuracy of information; follow up with subjects to resolve problems or clarify data collected;
- A good understanding of Social, political and governance aspects;
- Excellent report writing and Presentation
- The job description would include

- Data collection survey tools as mentioned above (including needs assessment survey, life-cycle data collection across economic, social and cultural parameters)
- Data analysis of the collected data in the required format and documentation
- Any other related work

Conditions for engagement

- Candidates who are located in Mumbai or can make their own arrangements for stay in Mumbai only need to apply
- **Candidates who do not have the above skills / experience of prior primary data collection need not apply.**

Interested candidates may send their CVs to tissmcrp@tiss.edu on or before 8th Feb 2022. The CVs should also outline and highlight exposure/experience/proficiency in the required skills mentioned above.

Applications will be screened and only shortlisted candidates will be informed by 10th Feb 2022.

In person interviews of shortlisted candidates will be held on 12th Feb 2022 (zoom interviews will be taken for only those who cannot come for in person interviews).

The selected candidates are required to join by **17th February 2022.**

Project Directors