

Terms of Reference for hiring Project Associate under Building City Leadership on Clean Air Action in Delhi National Capital Region (NCR)

Title	Project Associate to support on ICLEI SA's on-going project-Building City Leadership on Clean Air Action in Delhi National Capital Region (NCR)
Location	Delhi
Time duration	March end- till June end
Project Cities	Specific support to the project city of Delhi. The candidate will also be required to support on overall project activities
Project Background	<p>The project aims at supporting 3 Municipal Corporations in Delhi NCR to achieve the targets of reduction in PM concentration by strengthening the implementation process at ground level. Owing to the increased pollution levels in India, the Government launched the National Clean Air Program as a long-term strategy to tackle the air pollution problem across the country. Under this program, major responsibility for clean air action implementation lies with the local governing bodies.</p> <p>Through this project, ICLEI SA with support from Clean Air Fund is supporting 3 Municipal corporations of the cities within Delhi NCR to take ownership of their actions related to air quality improvement by creating awareness and facilitating coordination within various implementing agencies to develop replicable, tried, and tested approaches through pilot interventions.</p>
Scope of work	<ul style="list-style-type: none"> • Take lead and complete the ongoing activities related to documentation of transport work in the project city of Delhi • Conduct regular meetings with the Municipal Officials and update the project team regularly. • Support the team in coordinating with the project web page developer and developing the content. • Work on the project deliverables and support the project team in finalizing them. • Support the team in organising project convenings and documenting the same • If needed, during the project duration, the candidate will be required to provide support and visit other project cities
Qualification & experience	<ul style="list-style-type: none"> • Master's degree in Urban Planning or equivalent • About 3 years of working experience on urban issues and relevant projects. • Experience of working with Municipal Corporations in NCR region/ other regions will be an additional advantage • Experience of writing and documenting good quality reports is a must
Application Submission	<ul style="list-style-type: none"> • Interested candidates should submit their applications through an email to ashish.rao-ghorpade@iclei.org with

	cc avantika.arjuna@iclei.org on or before 23 rd March 2023.
Remuneration	<ul style="list-style-type: none"> • Based on industry standards and the capability of the candidate
Terms & Conditions	<ul style="list-style-type: none"> • ICLEI South Asia reserves the right to reject any Proposal, and to terminate the selection process and reject all the applications at any time, without thereby incurring any liability to the affected applicant or any obligation to inform the affected applicants of the grounds for such decision. The decision of ICLEI South Asia will be final. • The applications received will be scrutinized & evaluated by ICLEI South Asia in consultation with representatives from Clean Air Fund. The decision shall be informed to the selected applicant. • Appointment letter will be issued to the selected candidate after successful announcement of the result.