

Mahatma Gandhi NREGA Kerala

Selection of Social Audit Director, Social Development Specialist,

Social Audit Experts:

Eligibility conditions, responsibilities, tenure and emoluments

The Mahatma Gandhi National Rural Employment Guarantee Act, 2005 (MGNREGA) notified on September 7, 2005 mandate

1. At least 100 days of Wage Employment in a financial year to the adult members of the Household
2. The Households should be residents in the Rural areas
3. The Households should be willing to do unskilled manual work. In other words, the wage seeker should demand work.

Mahatma Gandhi NREGA Social Audit Society Kerala

Government of Kerala, as per GO (Rt) No 3906/2015/LSGD Dated 30.12.2015 accorded Sanction to set up an independent Social Audit Society in the State for the conduct of Social Audit of Mahatma Gandhi NREGA

1. To ensure involvement of all stakeholders in the planning, decision making, implementation, monitoring and evaluation of Mahatma Gandhi NREGS.
2. To ensure public accountability and transparency in the implementation of projects under Mahatma Gandhi NREGS and the laws and policies related to Mahatma Gandhi NREGA.
3. A fact finding process by investigating through cross verification of facts at work sites and duties and responsibilities of labourers involved in the scheme.
4. Ensure people's participation for community development through Mahatma Gandhi NREG Scheme.

Application is invited from prospective Candidates for the following Posts in the Mahatma Gandhi NREGA Social Audit Society Kerala

Sl No	Post	Number of Vacancies
1	Director	One
2	Social Development Specialist	One
3	Social Audit Experts	Three

Director: -

- a) The post of the Director, SAU should be a social activist experienced in the conduct of social audits and rights based activities for not less than 10 years. The post should be open for candidates who have completed a Post Graduation in any field.
- b) If a retired government official is appointed by the State for the position of the Director, SAU, only officials who have not served in any Government position related to implementation of MGNREGS for the past 4 years shall be eligible.
- c) The minimum tenure of Director SAU shall be three years, not exceeding the age of 65 years.

The following will be the minimum responsibilities of the Director:

- To be answerable to the Governing board as per the norms of the SA society
- To manage the day to day functioning of the society
- Ensure that social audits undertaken by the SAU are in compliance with the Audit of the Scheme Rules and in compliance with a calendar of social audits jointly approved by the State RD Department and the SAU
- Design and development of all programme Guidelines with respect to recruitment, process of social audit, governance structure, capacity building and training, financial rules etc for the operation of the SAU
- To ensure that all policy level decisions related to the Society are implemented
- Undertake all activities necessary to fulfil the objective and vision of the Society
- Recruit staff, award consulting contracts and incur necessary expenditure to manage the day to day affairs in compliance with HR Norms
- Convene Governing Body and Executive Committee at stipulated intervals maintain all records, minutes and registers of functioning of the SAU
- Anchor all interactions with and communication with the Department implementing the Mahatma Gandhi NREGA
- Ensure transparency in the functioning and expenditure of the SAU
- Ensure that the web site of the SAU is maintained on an online basis
- Take disciplinary action over staff as per contract Rules when a need arises

Emoluments: - The Director will be eligible for a consolidated honorarium of Rs. 60,000 per month. In addition, the Director will be eligible for all admissible benefits on par with the Joint Secretary/Additional Development Commissioner, Government of Kerala

Social Development Specialist (SDS): -

Minimum Qualification:

A Social Development Specialist should be appointed to work in partnership with the Director, SAU. The Social Development Specialist should not be a government official. He/She should be a representative of civil society and should have significant experience in working on social development and rights of the poor. The SDS should have a minimum of 5 years of experience in social audits/accountability related issues and should have completed a Post Graduate in a social sciences discipline. The SDS should be appointed for a period of one/two years such that the term of the SDS can be renewed by the Director in consultation with the Governing Body.

The following will be the minimum responsibilities of the SDS.

- To advise and assist the Director in the day to day functioning of the SAU
- Advise the Director on policy direction and design issues in the conduct of Social audits
- To liaison with CSOs in the State to ensure effective partnerships between SAU and CSOs
- To bring in grass root experience and experience in the design and development of Social Audit Manuals, Rules, Guidelines and training modules
- Guide and design the training process for conducting social audits
- Conduct research and data analysis on the findings of social audits
- Develop mechanism of outreach and communication
- To evaluate the social audit process and the Resource Persons in the State from time to time and give reports to the Joint Director/Director
- To build a strong working relationship of co-operation with credible civil society organisations working with the Mahatma Gandhi NREGA in the field so that their support, feedback, and inputs can be obtained on a regular basis
- Any other responsibility assigned by the Director SAU

Emoluments: - The Social Development Specialist will be eligible for a consolidated honorarium of Rs. 40,000 per month. In addition, the Social Development Specialist will be eligible for all admissible benefits on par with the Assistant Development Commissioner, Government of Kerala.

Social Audit Expert (SAE)

The Mahatma Gandhi NREGA Social Audit Society Kerala should have 3 Social Audit Experts (SAE) to monitor and train the district Resource Persons, Block Resource Persons and Ward Level Social Audit Facilitators. Each SAE may be given charge of the following districts

SAE 1	Thiruvananthapuram, Kollam, Pathanamthitta, Alappuzha & Kottayam
SAE 2	Idukki, Ernakulum, Thrissur, Palakkad
SAE 3	Malappuram, Kozhikode, Wayanad, Kannur and Kasaragod

a. Qualification

Persons with at least a degree and having working experience of 8 to 10 years with civil society organisations

b. Age: Not to exceed 60 years of age

c. Emoluments: Consolidated pay of Rs. 20000 per month. The SAE is eligible for TA/DA for the journeys to be conducted in connection with the assigned duties

d. The Core functions of the SAEs are as follows: -

- ❖ To oversee every aspect of the Social Audit process from developing the Social Audit schedule to monitoring the follow up of issues identified through the audit
- ❖ To monitor and train resource persons
- ❖ To facilitate conduct of and submit reports of Social Audit in their respective districts
- ❖ To report and conduct investigations in case of any lapses in the Social Audit process
- ❖ To liaise with the district level officials and civil society organisations on different aspects of the social audit process to elicit their partnership and support
- ❖ To identify potential candidates for positions of DRP following the recruitment policy of the Mahatma Gandhi NREGA Social Audit Society Kerala

The applications may be sent by post to The Mission Director, Mahatma Gandhi NREGA State Mission, 5th floor, Swaraj Bhavan, Nanathancode, Kowdiar P.O, Thiruvananthapuram-03. The last date for receiving application is 05.04.2017. Email - mgnrega.kerala@gov.in, Tel No 0471 2313385