

No: IPHS/2021/Ads/1/54/61

Date: 22nd August 2024

Position: Learning Design Consultant

Location: Remote

Number of Posts: 1 (One)

Duration of Position: One month (renewable based on performance)

Time Commitment: Part-time, 20hrs/week

About IIPHS:

The Indian Institute of Public Health Shillong (IIPH-Shillong) is a northeast regional institute of public health. It was established in 2015 by the PHFI in collaboration with the Government of Meghalaya to redress the limited institutional and systems capacity in public health in the North East Region of India. IIPH-Shillong is an autonomous educational & research institute of the IIPH Shillong Society, registered under the Meghalaya Society registration Act of 1983.

About the Role

The Indian Institute of Public Health, Shillong is in the process of reorienting its Masters in Public Health curriculum around a Competency Based Approach, requiring inputs in the area of learning design and curriculum writing. The coordinator of this effort will have expertise and experience in learning design, continuing education, adult training as well as production and dissemination of multi-media learning materials. The coordinator does not need to have subject matter expertise in Public Health as they will work closely with researchers and experts in the field who teach the modules.

Key Deliverables:

1. Overseeing collaboration across the spectrum of faculty at IIPH Shillong to produce separate curricula with cross-disciplinary input
2. Consolidation of competencies and their related learning outcomes for each module
3. Re-orientation of assessment styles and content around the prescribed learning outcomes
4. Introducing creative and engaging means of learning and assessment into lessons plans prepared by subject matter experts
5. Compilation and editing of learning materials for the purposes of text and web-based dissemination

Competency Based Curriculum development being a new and growing initiative at IIPH Shillong, new responsibilities and areas of interest may be added as this evolution continues.

Qualification

Minimum Qualification: Bachelor in Arts/Education/Social Work/Development Studies or allied disciplines

Desirable

1. Knowledge of education theory and learning design
2. Written and oral communication skills
3. Independent time management and goal-orientation
4. Experience: 3 to 5 years of experience in education/adult training

How to Apply:

1. Interested candidates may email CVs to admin@iiphs.ac.in
2. Last date for receipt of application: 25th August 2024

CV Format:

1. Full Name, address, and contact details (including email and phone number).
2. Educational qualifications – Diploma/degree/s, year, and institute qualified from.
3. Language skills (spoken, written skills), Software skills.
4. Work experience (position/job title, organization, duration) if none please state NIL.
5. Research experience and Publications (if any).
6. Referees (two persons who you have worked or trained under).
7. Any other relevant information.

General Instructions:

1. The Institute reserves the right to withdraw any advertised post at any time without giving any reason.
2. Mere eligibility will not entitle any candidate for being called for interview. In case the applicants are more in number; a Screening Committee shall short-list the most suitable candidates to be called for the interview.
3. Candidates must ensure before applying that they are eligible according to the criteria stipulated in the advertisement. If the candidate is found ineligible at any stage of recruitment process, he/she will be disqualified and their candidature will be cancelled. Hiding of information or submitting false information will lead to cancellation of candidature at any stage of recruitment.
4. Only shortlisted candidates will be called for interview. Shortlisted candidates, called for interview, will bear the expenses on travel and stay.
5. The Institution reserves the right to reject any application without assigning any reason whatsoever.
6. The Institute reserves the right to Revise/Reschedule/Cancel/Suspend the recruitment process without assigning any reason. The decision of the Institute shall be final and no appeal shall be entertained.
7. Any corrigendum/changes/updates shall be available only on Institutes website: www.iiphs.ac.in.
8. The candidates are required to bring with them copies of all relevant testimonial documents self-attested along with the original certificates at the time of interview.
9. Applications that are incomplete and/or unsigned will be summarily rejected.
10. The decision of the Institute in all matters relating to eligibility, acceptance or rejection of applications, mode of selection and conduct of examination/interview will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection from any individual or his/ her agency.
11. Applications received after the prescribed date will not be entertained.
12. Canvassing in any form and or/bringing in any influence political or otherwise will be treated as a disqualification for the post.
13. Minimum Educational Qualifications; applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement.
14. Candidates must be in sound bodily health. They must, if selected, be prepared to undergo such medical examination and satisfy such medical authority as Institute may require.
15. The competent authority reserves the right to extend the closing date for receipt of applications and also reserves the right to postpone/cancel the recruitment exercise.

Sd/-

Registrar

Indian Institute of Public Health Shillong

Lawmali, Shillong - 793001

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