

**JD cum Application form: Academic / Assessment Expert**

(Dist- Balangir, Sambalpur, Bargarh, etc)

To assist district administration in locating suitable children, screening them for admission and selecting the eligible and credible partner English Medium Schools as stipulated in the guidelines.

Holding awareness/sensitization meetings with parents of the suitable children and motivating them to avail the benefits of the scheme.

- a. Provide handholding support to Anwasha Students by providing different audio, video and text materials to increase their interest in studies.
- b. Provide handholding support to Tutors in accessing educational resources from partner schools, website and develop their competency level.
- c. Collecting, Preparing and analyzing different data required by district and departments from time to time on School, Hostel and Students of Anwasha program.
- d. Provide professional, technical and handholding support for planning, implementation & monitoring and capacity building of different stake holders
- e. Facilitate in opening of Bank Account of the beneficiaries, Adhaar Card, Caste certificate etc.
- f. Providing regular capacity building training to Warden, Matron, CCA/LCCA and Tutors engaged in Anwasha Hostels on the basis of the directives issued by the ST & SC Development Department.
- g. Assessment of the newly admitted children to assess their academic competency from time to time at regular interval and suggest for provision of appropriate bridge course for the children and ensure its proper imparting.
- h. Review the performance of each existing students and provide detail feedback through assessment for their improvement and take appropriate steps for their improvement.
- i. Helping each and every child to participate in co-curricular and extra-curricular activities conducted in Schools and Hostels on the basis of their interest and talent.
- j. Act as a vital link between the DWO, Line Depts. And the School/Hostel.

**Monitoring & Evaluation:**

- i. Proper documentation and record keeping of their assessment and field visits.
- ii. Field visits, in the appointed districts.
- iii. Consolidation of monthly/quarterly Progress reports and Case Studies if any found for ST & SC Development Department from time to time.
- iv. Monitoring the day today activities of the boarders in the Hostels at regular intervals.
- v. Attend review meetings conducted by the District authorities, ST & SC Development Department & ACME Cell, as and when required.
- vi. Provide data and information as required for the monitoring of the activities under the scheme to the authorities when required.

Application form - <https://docs.google.com/forms/d/1fDZ7xXWj2-5SYbpMoHxbdUHR3vz-1SB9aRIhpg1nbgM/edit>