

Consortium for DEWATS Dissemination (CDD) Society

Organisation Profile:

The Consortium for DEWATS Dissemination (CDD) Society is a Bangalore based non-governmental organisation, working since 2002, to promote and improve social, economic and environmental conditions of the less privileged, disadvantaged and marginalised in South Asia through the provision of decentralised basic needs services (DBNS). CDD provides technical support for basic needs services in the areas of conceptualization, designing, quality control, certification, applied research, optimization and dissemination of decentralized wastewater treatment technologies, developing standard procedures, creating technologies and conducting/coordinating research, training and networking. We work through a network of 20 partners across India and Nepal.

Job Title: Trainer

Project: Capacity Building for Delivery of Decentralised Basic Needs Services

Location: Bangalore, with regular travel to project locations

Reporting to: Unit Coordinator, Capacity Building Unit

Compensation: Commensurate with qualifications, experience, assessment of capabilities, overall suitability and potential at a personal interview.

Background: CDD Society aims to scale up the provision of decentralised basic needs services through strengthening the capacity and effectiveness of sector professionals, Urban Local Bodies, and other Government departments. CDD Society's aim is to create a critical mass of human resources in the Decentralised Basic Needs Services sector.

Job Summary: This is an exciting opportunity to be part of a team that develops and conducts practical and hands – on training programmes related to decentralised basic needs services. There would be ample opportunities to build ones skills in management as well as expertise in the field of sanitation.

Key Responsibilities:

- Independently assess training needs, organise and conduct training programmes
- Design and/or develop the contents of Training Programme in consultation with subject matter specialists and the Capacity Building (CB) Unit Coordinator.
- Plan the annual training program with the team as well as the annual schedule.
- Plan the schedule for each Programme
- Arrange logistics for the Training Programmes
- Identify and arrange for subject matter specialist from within and outside CDD Society
- Conduct the Training Programme in close coordination with the Coordinator, the CB team and subject matter specialists.
- Follow up on the training program i.e.

- Evaluate training program with trainees
- Track trainees on a periodic basis.
- Provide feedback and information to trainees in consultation with subject matter specialists especially in the development of training content and material.

Qualification and Experience:

- A post graduate degree in a relevant field
- At least 3 years of experience in organising and conducting training programmes
- At least 3 years of Experience in Training methodology and pedagogy
- Experience in the sanitation sector would be a plus

Skills & Competencies:

- Good communication and people skills
- Ability to work under pressure and to manage multiple tasks
- Highly motivated self-starter as well as a good team player
- Skilled at organizing events such as conferences and trainings
- Positive attitude and outgoing personality
- Ability to build and manage relationships
- Good report writing skills
- Proficient with MS Office and other software

Mail your CVs along with a cover letter to recruitment.bgl@cddindia.org no later than **November 18th, 2013**. Only shortlisted candidates would be contacted.