

# Maharashtra State Faculty Development Academy

Recruitment Advertisement for Joint Director & Centre  
Coordinator Positions



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**MAHARASHTRA STATE FACULTY DEVELOPMENT ACADEMY**  
**(A Section 8 Company)**

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Advertisement No:

Date:

The Department of Higher and Technical Education, Govt. of Maharashtra has established Maharashtra State Faculty Development Academy (MSFDA) at Pune under Section 8 of Companies Act, 2013 for comprehensive training of teachers of all the Higher and Technical Education Institutions in the State.

Maharashtra State Faculty Development Academy (MSFDA) is inviting applications for the following posts.

- (i) Joint Director
- (ii) Centre Coordinators.

All the positions are to be filled on contractual basis for one year and can be renewed based on the performance of the candidate.

A brief on MSFDA, details of the positions, eligibility criteria and other information can be seen in the detailed advertisement available at the website <https://rusa.maharashtra.gov.in>

The interested applicants are requested to go through the detailed advertisement and follow the instructions therein for applying for the respective posts. Application form along with the requisite documents (Statement of Purpose, Essay, Assignment etc.) must be sent by email on [recruitment.msfd@gmail.com](mailto:recruitment.msfd@gmail.com) by 30<sup>th</sup> November 2021.

## Detailed Advertisement for Recruitment under MSFDA

### **1. About MSFDA**

1.1 The Department of Higher and Technical Education has established Maharashtra State Faculty Development Academy (MSFDA) under Section 8 of Companies Act, 2013 to impart training to the faculty of Higher and Technical Education Institutions of Maharashtra.

1.2 The Vision of MSFDA is “Transforming higher educational landscape, through continuous professional development of teachers in Higher Education Institutes (HEIs) of Maharashtra”.

1.3 The National Education Policy (NEP) 2020 specifies:

*“13.1 - The most important factor in the success of higher education institutions is the quality and engagement of its faculty.”*

*“15.1.1 - Teacher education is vital in creating a pool of teachers that will shape the next generation. Teacher preparation is an activity that requires multidisciplinary perspectives and knowledge, formation of dispositions and values, and development of practice under the best mentors. Teachers must be grounded in Indian values, languages, knowledge, ethos, and traditions including tribal traditions, while also being well-versed in the latest advances in education and pedagogy.”*

1.4 MSFDA is in a unique position to influence reforms in the higher education as envisaged by the NEP 2020 by engaging with and motivating the faculty. The focus of trainings and the USP of MSFDA will be development of holistic learning and overall development as a human being. This will be critical for societal change.

### **USP and Approach of MSFDA**

1.5 MSFDA will focus on training, incorporating the following key principles and approaches emanating from NEP 2020.

- i. **Experiential learning, creativity and innovation:** The faculty will be encouraged to adopt pedagogies that promote discovery, questioning and experiential learning by the students. This approach, which is also being focused in school education, will enable development of creative individuals who are intelligent, confident, and sensitive and are able to address problems.
- ii. **Learning beyond knowledge:** Besides academic excellence and knowledge of latest advancement in respective disciplines, the trainings will underline that the purpose of higher education is much beyond accumulation of knowledge and employability. Knowledge can lead to intelligence, but by itself is not intelligence. The educators will be nudged towards

appreciating this fact, so that they assume the right roles within the overarching purpose of 'learning'. The HEIs will be encouraged to promote a congenial learning environment, which is free from fear and promotes critical thinking, discussion and co-learning among teachers and students.

- iii. **Multidisciplinary Education:** A multidisciplinary approach will be promoted. The HEIs will be encouraged to recognize and promote creative arts at par with science and management subjects. Also, the training will promote integration with vocational education as envisaged in the NEP 2020 and work towards correcting the social status hierarchy associated with vocational education.
- iv. **Scientific and rational thinking:** The NEP 2020 envisions discovery-based style of learning with emphasis on scientific method and critical thinking. Article 51 of the Constitution inter alia mentions that it shall be the fundamental duty of every citizen to develop scientific temper, humanism and spirit of enquiry and reform. MSFDA will promote training which is focused on rational thinking.
- v. **Networking with practitioners, expert institutions, HEIs:** Recognizing the strength and importance of experiential and hands-on learning, the MSFDA will work as collaborative institutes that will not only provide training to faculty, but will also serve as a facilitative platform to connect the HEIs with best practicing individuals, practitioners, institutions, and resources.
- vi. **Diversity and inclusion:** The NEP 2020 has identified limited access and limited teaching in local language as a constraint to achieving the purpose of higher education. It envisions increased access, equity and inclusion in higher education by creating greater opportunities. The MSFDA will promote diversity and inclusion as a non-negotiable fundamental principle in all aspects of higher education. The training accordingly, will focus on sensitizing faculty towards this aspect and skilling them with comprehensive understanding of diversity and inclusion and also providing them with appropriate frameworks to implement in their respective institutions.

### **Centres in MSFDA**

1.6 There will be six Centres in MSFDA to carry out trainings/work in their respective areas.

Each Centre will be managed by a **Centre Coordinator** assisted by an Administrative Assistant. The six Centres are:

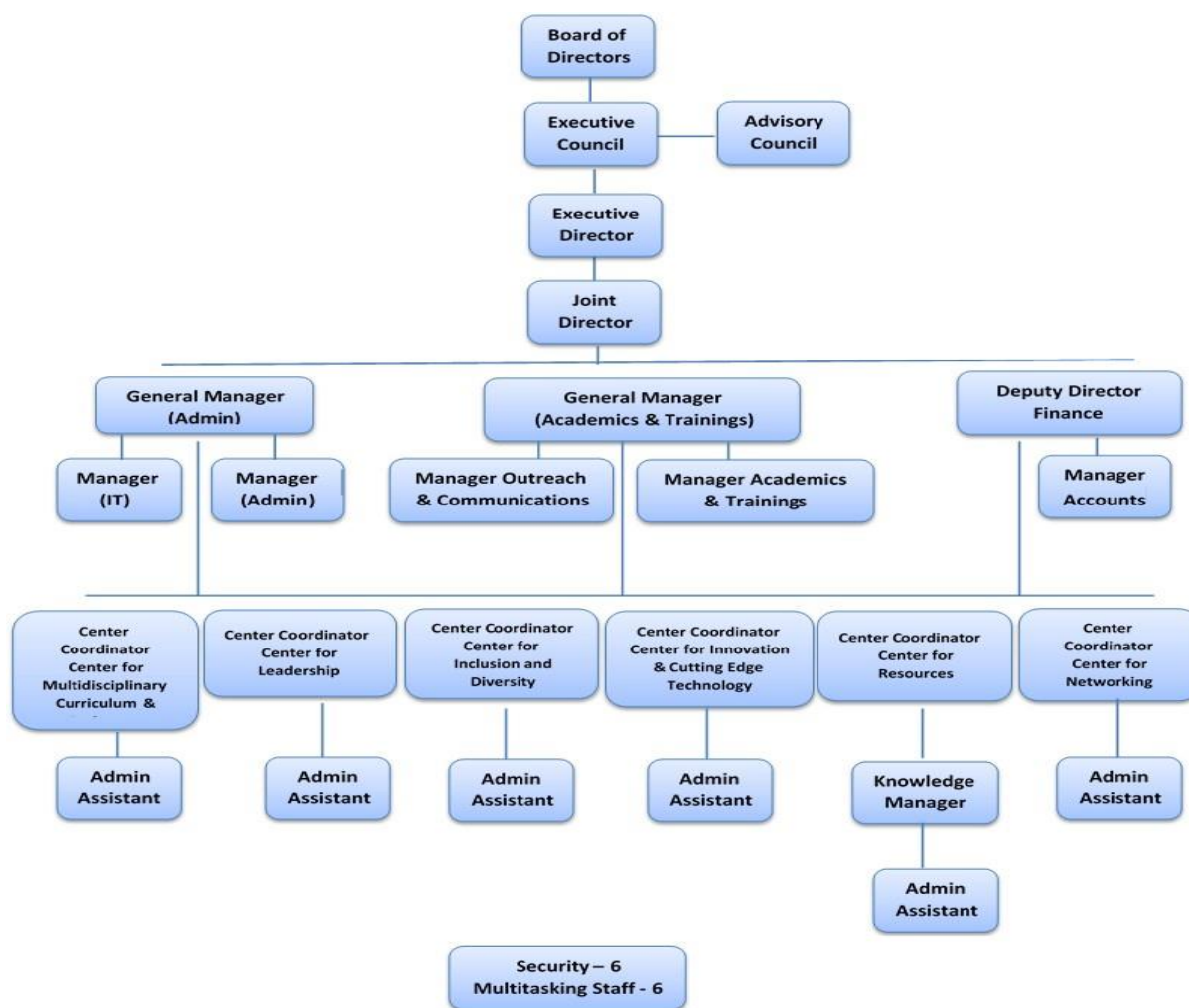
- (a) **Centre for Multi-disciplinary curriculum & pedagogy:** This Centre will carry out trainings in learning opportunities with a multi-disciplinary approach. In line with the NEP, 2020, the Centre will enable institutions and faculty to provide open, creative, and critical learning opportunities by inter-connecting various streams of arts and science. It will plan

and execute trainings and modules in multi-disciplinary curriculum & pedagogy and build capacity of the faculty and institutions to be able to conduct such courses and adopt such pedagogy in their institution. The Centre will focus on development and promotion of creative IT based tools to promote experiential learning as part of pedagogy.

- (b) **Centre for Leadership Development:** This Centre will focus on training of senior faculty of HEIs who are in leadership positions or are likely to assume leadership positions. The various aspects of NEP, 2020 will be discussed with them and they will be motivated to translate the policy features into actuality within their institutions. Modules on ethical leadership will be held in collaboration with expert organizations. The Centre will also work towards development of leadership traits in students.
- (c) **Centre for Inclusion & Diversity:** The Centre will sensitize the faculty, students and HEIs to diversity and inclusion as a non-negotiable value. It will operate as a cross-cutting theme and design and plan training programmes to encourage HEIs to build a conducive environment for students from diverse backgrounds to be able to access and enroll in their courses. It will also network with specialized organizations/individuals to enrich the trainings in this field.
- (d) **Centre for Innovation & Cutting-edge technology:** The Centre will foster innovation culture in HEIs. It will develop tools and methodologies to nurture innovation, incubation and entrepreneurial ecosystem and impart trainings in this field. It will focus on research and analysis and strengthen the participant's understanding as an entrepreneur, leader and/or explorer in new fields and ideas. It will also focus on contemporary development in the various subject domains. In the disruptive age the shelf life of skills is reduced drastically. The Centre will develop creative interventions to impart future ready skills for bridging the skill gap.
- (e) **Centre for Resources:** The Centre will be developed as a studio hosting a library, an audio-visual room, a performance space with required technical and other resources and provision for regular updating of resources like books, journals, periodicals, films, audio files, etc. It will endeavor to become a one-stop Centre for information pertaining to best online/offline resources. It will tie up and compile the existing resources/ online platforms for guidance of trainees/students who will visit the Centre. It will be an active space that will hosts events, debates/discussions, shows, film screenings, musicals, readings, exhibitions etc. for not only the faculty but also the students, thus also becoming a hub for traditional, modern, digital and other forms of creative expression.
- (f) **Centre for Networking:** The Centre will build a strong network of academicians,

practitioners, organizations and institutions that can bring in expertise that is best desired for education of young people. It will act as a platform to allow sharing and exchange of latest development in terms of thought, skill, technology in various arts and science streams as well as learning pedagogy. The Centre will, thus, support other Centres as well as HEIs for designing of appropriate modules and courses. It will take lead in creating opportunities and avenues for student internships, fellowships, apprenticeship, placements and any other form of association to learn and practice by-hand on the field.

**1.7 Organization Structure of MSFDA will be as follows**



**2. Important information for applicants**

2.1 The MSFDA is a prestigious State-level training Academy for faculty of all the Higher Education Institutes in the State of Maharashtra. The manpower that is to be recruited for this prestigious Academy therefore must be outstanding and of a very high capability and stature, possessing the traits that have been mentioned against the respective positions in the table below (See Eligibility criteria).

2.2 Candidates are therefore advised to go through the eligibility conditions carefully. They should not feel that merely possessing the educational qualification required for a particular role makes them eligible to apply for the same. Specific traits required for each particular position have been mentioned that are essential requirements for that role.

2.3 A candidate who feels that besides the requisite educational qualification and experience, he/she also possesses all those traits to make him/her suitable for a State Level position in this prestigious Academy only should apply, so that time of the Selection Committee or his/her own time is not wasted.

### 3. Positions for recruitment, Job Description, Eligibility criteria and Job type

<b>Position: Joint Director</b>	
<b>Role &amp; Responsibilities</b>	<p>The Joint Director shall be responsible, under the overall guidance of the Executive Director, for:</p> <ul style="list-style-type: none"> <li>• Demystifying the vision and objectives of the academy to the team</li> <li>• Conceptualizing and strategizing processes related to the overall purpose of the academy</li> <li>• Visualizing the organization structure for smooth implementation of the programmes</li> <li>• Providing necessary inputs for assessment, planning and execution of training programmes</li> <li>• Being able to guide the programme team to articulate vision, plan and execute courses/modules/programmes</li> <li>• Establish connect with people and organisations trying out innovative and pedagogical practices in the field of learning</li> </ul>
<b>Eligibility Criteria</b>	<ul style="list-style-type: none"> <li>• A person passionate and knowledgeable about education and learner-centred approach in learning. Also, the person needs to have understanding of interconnectedness of learning with human values and sustainability and ability to guide team and visualize suitable training programmes for the same. Rich experience of engagement with young people from diverse backgrounds will be preferred.</li> <li>• Post Graduate in any discipline with traits mentioned above</li> <li>• Work experience of minimum 15 years at the senior management level</li> <li>• Proven experience in programme management, designing modules &amp; facilitating trainings,</li> <li>• Having a good understanding of social and aspirational issues of youth, learning pedagogy, arts and creative streams</li> </ul>

	<ul style="list-style-type: none"> <li>• Having critical abilities to be able to understand policies, articulate vision and translate it into action points for implementation</li> <li>• Ability to work in a collaborative and participatory manner thereby guiding team members to be able to connect the activities and plan to the larger vision of the programme</li> </ul>
<b>Job type</b>	<ul style="list-style-type: none"> <li>• Contractual, full-time</li> <li>• Term : 1 Year; Renewal subject to performance</li> <li>• Pay Scale : Rs 1,75,000 – Rs 2,50,000 per month commensurate with experience and role fit</li> </ul>

**Centre Coordinator 1: Centre for Multi-disciplinary curriculum & pedagogy**

**Scope of the Centre:** This Centre will carry out trainings in learning opportunities with a multi-disciplinary approach. In line with the NEP, 2020, the Centre will enable institutions and faculty to provide open, creative, and critical learning opportunities by inter-connecting various streams of arts and science. It will plan and execute trainings and modules in multi-disciplinary curriculum & pedagogy and build capacity of the faculty and institutions to be able to conduct such courses and adopt such pedagogy in their institution. The Centre will focus on development and promotion of creative IT based tools to promote experiential learning as part of pedagogy.

<b>Role &amp; Responsibilities:</b>	<p>The Centre Coordinator (Multidisciplinary) shall be responsible for:</p> <ul style="list-style-type: none"> <li>• Preparing and updating the scope of the Centre</li> <li>• Conceptualizing and strategizing processes plans to reach out and promote multi-disciplinary approach in learning to various higher education institutions (HEIs)</li> <li>• Coordinate and cooperate with other other Centres to build and strengthen interconnectedness and learner-centred approach</li> <li>• Update the Academy with most recent innovations in thought and courses</li> <li>• Develop a calendar of courses/modules for the year and execute the same across the State</li> <li>• Coordinate with various HEIs and Universities to adopt and innovate with inter-stream/multidisciplinary learning for their students and faculty</li> <li>• Networking with expert individuals/organisations/institutes</li> <li>• Financial management of Centre</li> <li>• Developing Resource depository of the Centre</li> <li>• Monitoring &amp; Evaluation of the training programmes</li> </ul>
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<b>Eligibility Criteria</b>	<ul style="list-style-type: none"> <li>• A person who can appreciate the scope and importance of inter-stream/multi-disciplinary learning and has experience and knowledge to plan, strategise and execute programmes and courses that facilitate inter-stream/multidisciplinary learning opportunities for young people and institutions.</li> <li>• Post Graduate in Education / Learning Pedagogy / Research or any related discipline</li> <li>• Minimum five years of work experience in the field of education – formal and/informal with youth</li> <li>• Proven experience in designing, planning and implementation modules and courses</li> <li>• Having a good understanding of critical learning pedagogy and importance of multi-disciplinary learning opportunities</li> <li>• Having critical abilities to be able establish and impress upon the need to bring about interconnectedness of various streams in higher education</li> <li>• Ability to work in a collaborative and participatory manner thereby guiding team members to be able to connect the activities and plan the larger vision of the programme.</li> <li>• Knowledge and experience of introducing various creative streams and designing modules to enhance participation of youth/students</li> <li>• Knowledge and experience of planning, strategising and executing programmes and courses that facilitate creative learning opportunities for young people.</li> </ul>
<b>Job type</b>	<ul style="list-style-type: none"> <li>• Contractual, full-time</li> <li>• Term : 1 Year; Renewal subject to performance Pay Scale : Rs 1,00,000 – Rs 1,50,000 per month commensurate with experience and role fit</li> </ul>

<b>Centre Coordinator 2: Centre for Leadership Development</b>	
<p><b>Scope of the Centre:</b> This Centre will focus on training of senior faculty of higher education institutes (HEIs) who are in leadership positions or are likely to assume leadership positions. The various aspects of NEP, 2020 will be discussed with them and they will be motivated to translate the policy features into actuality within their institutions. Modules on ethical leadership will be held in collaboration with expert organizations. The Centre will also work towards development of leadership traits in students.</p>	
<b>Role &amp; Responsibilities</b>	<p>The Centre Coordinator (Leadership) shall be responsible for:</p> <ul style="list-style-type: none"> <li>• Preparing and updating the scope of the Centre</li> <li>• Conceptualising and strategizing processes plans to reach</li> </ul>

	<p>out and promote leadership development amongst senior faculty/leaders of HEIs</p> <ul style="list-style-type: none"> <li>• Coordinate and cooperate with other other Centres to build and strengthen interconnectedness</li> <li>• Update the Academy with most recent innovations in thought and courses</li> <li>• Develop a calendar of courses/modules for the year and execute the same across the State</li> <li>• Coordinate with various HEIs and Universities to adopt and innovate with exemplary leadership traits</li> <li>• Networking with expert individuals/organisations/institutes</li> <li>• Financial management of Centre</li> <li>• Developing Resource depository of the Centre</li> <li>• Monitoring &amp; Evaluation of the training programmes</li> </ul>
<b>Eligibility Criteria</b>	<ul style="list-style-type: none"> <li>• Post Graduate in any discipline related to job profile with knowledge and experience of conducting training programmes in leadership and who is himself/herself an emerging leader/leader in his/her own discipline.</li> <li>• Minimum five years of work experience in the field of leadership training</li> <li>• Proven experience in designing, planning and implementation of modules and courses</li> <li>• Having a good understanding of leadership traits</li> <li>• Having critical abilities to be able to establish and impress upon the need for leadership in HEIs</li> <li>• Ability to work in a collaborative and participatory manner thereby guiding team members to be able to connect the activities and plan the larger vision of the programme</li> <li>• Knowledge and experience of planning, strategising and executing leadership programmes and courses</li> </ul>
<b>Job type</b>	<ul style="list-style-type: none"> <li>• Contractual, full-time</li> <li>• Term : 1 Year; Renewal subject to performance</li> <li>• Pay Scale : Rs 1,00,000 – Rs 1,50,000 per month commensurate with experience and role fit</li> </ul>

### **Centre Coordinator 3 - Centre for Inclusion & Diversity**

**Scope of the Centre:** The Centre will sensitize the faculty, students and HEIs to diversity and inclusion as a non-negotiable value. It will operate as a cross-cutting theme and design and plan training programmes to encourage HEIs to build a conducive environment for students from diverse backgrounds to be able to access and enroll in their courses. It will also network with specialized organizations/individuals to enrich the trainings in this field.

<p><b>Role &amp; Responsibilities</b></p>	<p>The Centre Coordinator (Inclusion) shall be responsible for:</p> <ul style="list-style-type: none"> <li>• Preparing and updating the scope of the Centre</li> <li>• Conceptualizing and strategizing processes plans to reach out and promote an inclusive approach among institutions, faculty and students</li> <li>• Coordinate and cooperate with other Centres to build and strengthen interconnectedness</li> <li>• Update the academy with necessary knowledge and resources on inclusion</li> <li>• Develop a calendar of courses/modules for the year and execute the same across the State</li> <li>• Coordinate with various HEIs and universities to adopt and appreciate an inclusive approach among faculty and students</li> <li>• Networking with expert individuals/organizations/institutes</li> <li>• Financial management of Centre</li> <li>• Developing Resource depository of the Centre</li> <li>• Monitoring &amp; Evaluation of the training programmes</li> </ul>
<p><b>Eligibility Criteria</b></p>	<ul style="list-style-type: none"> <li>• A person who believes in diversity and inclusion as a non-negotiable value and approach and has knowledge and experience to plan, strategies and execute programmes and courses that facilitate an understanding and appreciation of inclusion among young people and higher education institutions (HEIs).</li> <li>• Masters in Social Sciences / Development Studies / Anthropology or any related discipline</li> <li>• Minimum five years of work experience in the area of diversity and inclusion</li> <li>• Proven experience in handling programmes and projects related to diversity and inclusion especially with youth</li> <li>• Having a good understanding of socio-eco-cultural and political debates - national and international conventions - related to diversity and inclusion</li> <li>• Having critical abilities to design and facilitate participatory modules and/or short term courses on diversity and inclusion</li> <li>• Ability to work in a collaborative and participatory manner with various institutions to bring the issue of inclusion in higher education on priority</li> </ul>
<p><b>Job type</b></p>	<ul style="list-style-type: none"> <li>• Contractual, full-time</li> <li>• Term : 1 Year; Renewal subject to performance</li> <li>• Pay Scale : Rs 1,00,000 – Rs 1,50,000 per month commensurate with experience and role fit</li> </ul>

### Centre Coordinator 4 - Centre for Innovation & Cutting Edge Technology

**Scope of the Centre:** The Centre will foster innovation culture in HEIs. It will develop tools and methodologies to nurture innovation, incubation and entrepreneurial ecosystem and impart trainings in this field. It will focus on research and analysis and strengthen the participant's understanding as an entrepreneur, leader and/or explorer in new fields and ideas. It will also focus on contemporary development in the various subject domains. In the disruptive age the shelf life of skills is reduced drastically. The Centre will develop creative interventions to impart future ready skills for bridging the skill gap.

<p><b>Role &amp; Responsibilities</b></p>	<p>The Centre Coordinator (Incubation) shall be responsible for:</p> <ul style="list-style-type: none"> <li>• Preparing and updating the scope of the Centre</li> <li>• Conceptualising and strategizing processes and plans to reach out and promote tools and methodologies to nurture innovation incubation and entrepreneurial skills to students and faculties</li> <li>• Coordinate and cooperate with other Centres to build and strengthen interconnectedness and learner-centred approach</li> <li>• Update the academy with list of like-minded individuals, professionals and organizations and their profile working in the area of incubation</li> <li>• Coordinate development of curriculum and delivery of theme-based courses and skill courses for faculty on recent advances in various subjects</li> <li>• Formulate and design the training calendar of courses/modules for the year</li> <li>• Identify Resource Persons /Industry Partners /domain specialist to deliver courses / modules</li> <li>• Liaisons with academic institutions/ Nodal centers / Universities for organizing concurrent programs</li> <li>• Coordinate with various institutions and universities to adopt an innovation culture in their institutions</li> <li>• Monitor and track and update future disruptive technologies and future skills</li> <li>• Financial management of Centre</li> <li>• Developing Resource depository of the Centre</li> <li>• Monitoring &amp; Evaluation of the training programmes</li> </ul>
<p><b>Eligibility Criteria</b></p>	<ul style="list-style-type: none"> <li>• A person with an innovative mindset who can enable young people to develop an idea, research and execute plans to develop the idea further into a functional opportunity. A person with curiosity and awareness of future technology trends. A person who can reach out to institutions, engage with them and share processes, thus, enabling setting up</li> </ul>

	<p>innovation culture in the higher education institutions (HEIs). A person who can prepare framework where students can come up with innovative ideas as entrepreneurs, willing to take risks and experiment with the process from ideating to norming and forming of the project.</p> <ul style="list-style-type: none"> <li>• Engineering graduate or any postgraduate with proven research skills/skills in innovation, incubation or mentoring start-ups</li> <li>• Minimum five work of relevant experience and research skills</li> </ul>
<b>Job type</b>	<ul style="list-style-type: none"> <li>• Contractual, full-time</li> <li>• Term : 1 Year; Renewal subject to performance</li> </ul> <p>Pay Scale : Rs 1,00,000 – Rs 1,50,000 per month commensurate with experience and role fit</p>

### **Centre Coordinator 5 – Centre for Resources**

**Scope of the Centre:** The Centre will be developed as a studio hosting a library, an audio-visual room, a performance space with required technical and other resources and provision for regular updating of resources like books, journals, periodicals, films, audio files, etc. It will endeavor to become a one-stop Centre for information pertaining to best online/offline resources. It will tie up and compile the existing resources/ online platforms for guidance of faculty/students who will visit the Centre. It will be an active space that will hosts events, debates/discussions, shows, film screenings, musicals, readings, exhibitions etc. for not only the faculty but also the students, thus also becoming a hub for traditional, modern, digital and other forms of creative expression.

<b>Role &amp; Responsibilities</b>	<p>The Centre Coordinator (Resource Centre) shall be responsible for:</p> <ul style="list-style-type: none"> <li>• Designing and setting up of the Resource Centre</li> <li>• Preparing and updating the scope of the Centre</li> <li>• Conceptualising and strategizing processes and plans to reach out and promote multi-dimensional learning opportunities for students of various institutions</li> <li>• Coordinate and cooperate with other Centres to build and strengthen interconnectedness and learner-centred approach</li> <li>• Update the academy and procure most recent resources from across streams</li> <li>• Develop a calendar of activities, events, campaigns, courses for the year and execute the same across the State</li> <li>• Coordinate with various institutions and universities to</li> </ul>
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	<p>design and facilitate development of such resource centers in their campuses</p> <ul style="list-style-type: none"> <li>• Networking with expert individuals/organizations/institutes</li> <li>• Financial management of Centre</li> <li>• Developing Resource depository of the Centre</li> <li>• Monitoring &amp; Evaluation of the training programmes</li> </ul>
<b>Eligibility Criteria</b>	<ul style="list-style-type: none"> <li>• A person who has keen interest in reading books and creative arts with knowledge of procuring and maintaining such resources. The person needs to have experience and knowledge of planning, strategizing and executing programmes, events, campaigns and courses as part of the Resource center to promote active engagement and learning opportunities for higher education institutions (HEIs), faculty, students and young people.</li> <li>• Masters in any discipline with above traits</li> <li>• Minimum five years of work experience with resource centers / activity centers / mobile libraries/studios or any interactive spaces hosted by non-profits and/or educational institutions</li> <li>• Proven experience in designing, planning and implementing activities, events, campaigns, talks, interactive sessions, workshops using a range of media on a various issues</li> <li>• Having a good understanding of the purpose and scope of a Resource center to manage it as a vibrant and active space</li> <li>• Having critical abilities to bring in values of participation, collaboration and cooperation in the Resource center</li> <li>• Ability to work in a collaborative and participatory manner with various institutions to impress upon the need for experiential and hands-on learning methodology as part of higher education.</li> </ul>
<b>Job type</b>	<ul style="list-style-type: none"> <li>• Contractual, full-time</li> <li>• Term : 1 Year; Renewal subject to performance</li> <li>• Pay Scale : Rs 1,00,000 – Rs 1,50,000 per month commensurate with experience and role fit</li> </ul>

### **Centre Coordinator 6 - Centre for Networking**

**Scope of the Centre:** The Centre will build a strong network of academicians, practitioners, organizations and institutions that can bring in expertise that is best desired for education of young people. It will act as a platform to allow sharing and exchange of latest development in terms of thought, skill, technology in various arts and science streams as well as learning pedagogy. The Centre will, thus, support other Centers as well as HEIs

for designing of appropriate modules and courses. It will take lead in creating opportunities and avenues for student internships, fellowships, apprenticeship, placements and any other form of association to learn and practice by-hand on the field.

<p><b>Role Responsibilities</b></p>	<p>The Centre Coordinator (Networking) shall be responsible for:</p> <ul style="list-style-type: none"> <li>• Preparing and updating the scope of the Centre</li> <li>• Conceptualising and strategizing processes plans to reach out and promote openness in approach and thus build a forum that supports experiential learning</li> <li>• Coordinate and cooperate with other Centres to build and strengthen interconnectedness and learner-centred approach</li> <li>• Update the academy with list of like-minded individuals, professionals and organizations and their profile</li> <li>• Support in designing the calendar of activities for the year and bring in relevant resource persons for the same</li> <li>• Coordinate with various institutions and universities to adopt and innovate with learning for their faculty and students</li> <li>• Financial management of Centre</li> <li>• Developing Resource depository of the Centre</li> <li>• Monitoring &amp; Evaluation of the training programmes</li> </ul>
<p><b>Eligibility Criteria</b></p>	<ul style="list-style-type: none"> <li>• A person who can appreciate the scope and importance of learner-centred approach to education and has experience and knowledge to plan, strategise and execute programmes and courses that facilitate building network and partnerships with various like-minded individuals, professionals and organizations, thus building a pool of sensitive and active people to strengthen learning opportunities for young people.</li> <li>• Masters in any discipline with above traits</li> <li>• Minimum five years of work experience with non-profits and/or institutions that have worked on campaigns and networking</li> <li>• Proven experience of working with collectives, networks and building coalitions</li> <li>• Having a good understanding of the need for creating a pool of academicians, artists, media persons, professionals and practitioners from various fields as mentors, guide, resource persons for higher education institutions</li> <li>• Having critical abilities to bring in people from various walks of life as part of the network as a value that recognizes <i>shram</i> (labour) and <i>kala</i> (folk/traditional art)</li> </ul>

	<ul style="list-style-type: none"> <li>• Ability to work in a collaborative and participatory manner with various institutions to impress upon the need for experiential and hands-on learning methodology as part of higher education</li> </ul>
<b>Job type</b>	<ul style="list-style-type: none"> <li>• Contractual, full-time</li> <li>• Term : 1 Year; Renewal subject to performance</li> <li>• Pay Scale : Rs 1,00,000 – Rs 1,50,000 per month commensurate with experience and role fit</li> </ul>

#### 4. **Process of application**

4.1 The Candidates who consider themselves eligible are required to send the following by email on [recruitment.msfd@gmail.com](mailto:recruitment.msfd@gmail.com) by **30<sup>th</sup> November,2021**

- (i) Bio-data/CV
- (ii) Statement of Purpose through video profile
- (iii) Essay
- (iv) Assignment

(i) **Bio-data/CV:** A detailed bio data/CV is to be submitted. It must be signed by the candidate. Scanned documents to support educational qualification, experience and other relevant information such as References may be attached. Any false information submitted will make the application liable for rejection. Bio-data/CV must include the following

- Position applied for (This must be at the top of Bio data/CV)
- Date of Birth
- Mobile Number
- Email

(ii) **Statement of Purpose through video profile:** The candidate should record his/her video of 5 minutes duration, explaining his/her credentials for the job based on academic qualifications and experience, explaining why and how, in his /her opinion, is he/she suitable for this role in the context of responsibilities to be delivered and specific traits desired as a professional. The Statement of Purpose will be evaluated out of 20 marks.

(iii) **Essay (1000 to 1500 words on any one of the topics as mentioned below)**

The candidates are to write an essay on any one of the topics as given against the position applied for. The Essay will be evaluated out of 50 marks. The essay has to be 1000-1500 words, essays less than 1000 words or more than 1500 words will not be evaluated. Essay can be both handwritten and then scanned or it can be typed. The essay should be written expressing in detail with the thoughts of the candidates on the given subject. He/She should take time in understanding the essay's topic and thereafter write an essay, which clearly conveys in a comprehensible manner what the candidate intends to speak on the particular topic. **Anti-plagiarism software will be used to test whether any of the phrases, sentences etc have been taken from any other sources whether online/offline and if this is found, the essay will straightway marked down as zero. The decision of the Selection authorities in this regard will be final.**



Essay (1000 to 1500 words on **any one** of the topics as mentioned below)

	Position	Essay Topics
1	<b>Joint Director</b>	<ol style="list-style-type: none"> <li>1. The purpose of higher education in building a just equitable society</li> <li>2. Making higher education accessible, relevant and interesting to youth</li> <li>3. Should higher education be privatized?</li> </ol>
2	<b>Center Coordinators</b>	
	1. Centre for Multi-disciplinary Curriculum & Pedagogy	<ol style="list-style-type: none"> <li>1. How do adults learn?</li> <li>2. Why is it important to introduce multi-disciplinary learning?</li> <li>3. Can multi-disciplinary learning be made possible in India? How?</li> </ol>
	2. Centre for Leadership	<ol style="list-style-type: none"> <li>1. Skills, strategies and tools required for expanded leadership responsibilities.</li> <li>2. Critical evaluation of leadership in higher education institutes of Maharashtra.</li> <li>3. What is the role of an educator?</li> </ol>
	3. Centre for Inclusion & Diversity	<ol style="list-style-type: none"> <li>1. How will you explain inclusion and diversity citing real life situations/examples?</li> <li>2. Why is inclusion and diversity necessary/ relevant in higher education?</li> <li>3. SWOC analysis of inclusion and diversity in HEIs</li> <li>4. Can online education be equitable?</li> <li>5. Modelling values based on inclusion and diversity.</li> </ol>
	4. Centre for Innovation and Cutting Edge Technology	<ol style="list-style-type: none"> <li>1. Importance of innovative thinking in education.</li> <li>2. Need for digital transformation in educational institutions.</li> <li>3. Innovation for education and education for innovation.</li> <li>4. Disruptive technologies and future jobs.</li> </ol>
	5. Centre for Resources	<ol style="list-style-type: none"> <li>1. Evolution of libraries to learning resource centers.</li> <li>2. Digital depositories as learning resources.</li> <li>3. Challenge of attracting students to Resource Centers, in an age of internet with reduced attention span.</li> <li>4. Value of academic resources for conceptual development.</li> </ol>
	6. Centre for Networking	<ol style="list-style-type: none"> <li>1. Breaking silos in higher education</li> <li>2. Networking as a necessity for organizational excellence.</li> <li>3. Meaning and scope of networking in the context of higher education.</li> </ol>

(iv) **Assignment:** The applicants have to submit an assignment on the topic mentioned below in **1000 – 1500 words**. The candidates are to write an assignment on any one of the topics as given against the position applied for. The Assignment will be evaluated out of 50 marks. The assignment has to be 1000-1500 words, assignments less than 1000 words or more than 1500 words will not be evaluated. Assignment can be both handwritten and then scanned or it can be typed. Each Assignment will be scored out of 50 marks. The assignment will be scored on the basis of practical understanding of the role as exhibited through the activities outlines by the candidate, depth and horizontal expanse of understanding, innovative ideas etc.

**Assignment topics (1000 to 1500 words only)**

	<b>Position</b>	<b>Assignment Topics</b>
<b>1</b>	<b>Joint Director</b>	<ul style="list-style-type: none"> <li>Outline the strategies for implementing National Education Policy, 2020 in higher education institutions in Maharashtra</li> </ul>
<b>2</b>	<b>Center Coordinators</b>	
	1. Centre for Multi-disciplinary curriculum and pedagogy	<ul style="list-style-type: none"> <li>Write a concept paper on the Activities of Centre for Multi-disciplinary curriculum and pedagogy that you will coordinate if you were the Centre Coordinator.</li> </ul>
	2. Centre for Leadership	<ul style="list-style-type: none"> <li>Imagine you are the Centre Coordinator. Prepare a leadership training plan for training of faculty of higher education institutions in Maharashtra, outlining the kind of trainings to be offered, networking with the concerned resource persons/institutes and motivating trainees to undertake those trainings.</li> </ul>
	3. Centre for Inclusion & Diversity	<ul style="list-style-type: none"> <li>If you were the Centre Coordinator of the Centre for Inclusion and Diversity, outline the activities/training programs that you will coordinate in the first year.</li> </ul>
	4. Centre for Innovation and Cutting Edge Technology	<ul style="list-style-type: none"> <li>How will you develop Centre for Innovation and Cutting Edge technology in MSFDA, if you were the Centre Coordinator? How will you catalyze development of such centres in higher education institutions of Maharashtra?</li> </ul>
	5. Center for Resources	<ul style="list-style-type: none"> <li>How will you develop from Concept to Commissioning, Centre for Resources in MSFDA if you were the Centre Coordinator.</li> </ul>
	6. Center for Networking	<ul style="list-style-type: none"> <li>If you were the Centre Coordinator of Centre for Networking, prepare an Annual Calendar of Activities that you would coordinate through this Centre.</li> </ul>

**5. Important Timeline**

5.1 The Bio-data/CV, Statement of Purpose (Video Profile), Essay and Assignment and must be sent by email on [recruitment.msfd@gmail.com](mailto:recruitment.msfd@gmail.com) by **30<sup>th</sup> November 2021**. Each document must be carefully captioned.

## 6. Selection process

### 6.1 Step 1: Scrutiny of the Bio-data /CV

The bio-data CV will be scrutinized to find candidates who meet the minimum eligibility criteria and to shortlist candidates for next step.

### 6.2 Step 2 : Evaluation of Statement of Purpose, Essay & Assignment

- a) **Statement of Purpose/Video profiles (20 marks)** (Please see 4.1(ii), page 15) - The Statement of Purpose will be scored out of 20 marks. Candidates have to score a minimum of 10marks for qualify to qualify for further evaluation process.
- b) **Evaluation of Essay (50 marks)** (Please see 4.1(iii), page 15) - The Essays of eligible candidates will be evaluated by a team of eminent academicians. Each Essay will be scored out of 50 marks. The Essay will be scored on the basis of content understanding, clarity of thought and idea evaluation. The score given by the evaluators will be final. Candidates have to score a minimum of 25 marks in Essay.
- c) **Assignment (50 marks)** (Please see 4.1(iv), page 17): The Assignments of eligible candidates will be evaluated by a team of eminent academicians. Each Assignment will be scored out of 50 marks. The assignment will be scored on the basis of practical understanding of the role as exhibited through the activities outlines by the candidate, depth and horizontal expanse of understanding, innovative ideas etc.

### 6.3 Step 3 : Interview (80 marks)

Those candidates who score a minimum of 10 marks in Statement of Purpose, a minimum of 25 marks in Essay and a minimum of 25 marks in Assignment will be eligible for being considered for interview. The combined score of Statement of Purpose, Essays and Assignment will be combined and candidates will be put in a merit of decreasing marks. Against each position, a total of 5 candidates from the top in decreasing order in the merit will be called in person for the interview by the Search and Selection Committee. In the interview, the candidate will be evaluated out of a score of 80, on his/her overall understanding of the role, his/her skill-sets, strengths and suitability for the particular role. No travel expenditure will be given by the MSFDA for the travel / stay of the candidate who come for the interview. The date/time and venue of the interview will be communicated to the concerned candidates through email.

6.4 The candidates will be finally selected based on the total score obtained in Statement of Purpose, Essay/Assignment and Interview. A candidate who obtains less than a total of 125 marks (Statement of Purpose, Essay, Assignment and Interview combined) will not be considered for selection.

6.5 In summary, the minimum score required at various steps for final selection is given below:

	Score	Minimum score to qualify to next step
<b><u>STEP 1</u></b>		
1		Scrutiny for minimum eligibility based on bio-data/CV

<b><u>STEP 2</u></b>		Minimum score to qualify to Step 3	
1	Statement of Purpose (Video profile)	20	10
2	Essay	50	25
3	Assignment	50	25
		120	
<b><u>STEP 3</u></b>			
4	Interview	80	
<b>Total</b>		<b>200</b>	

6.6 Only such candidate will be selected who has obtained minimum combined score and who in the opinion of the Committee meets the desired criteria/possesses the requisite traits and can give justice to the role. **If no such candidate is found then the Committee reserves the right to re-advertise the post. Obtaining the highest marks in Statement of Purpose/Essay/Assignment and interview gives no right or claim for selection.**