

Sr. Consultant – Capacity Building & Change Management

| Job Description | |
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| Position | Capacity Building and Change Management |
| Designation | Senior Consultant |
| Department | PeMT(Project E-Mission Team) |
| Place | Bhopal |
| Job Code | CM-02 |
| Job Type | Contractual (2 Years) |

Job Objective:

The objective of this job is to assist the Department in capacity building and facilitate in change management activities.

Capacity Building

- Identify State wide training and capacity building needs of the respective department
- Develop action plans based on the capacity building roadmap and training strategy to achieve the State wide capacity building targets
- Conduct assessment of the existing training infrastructure in the Department and develop action plan to improve their capacity to lead the training interventions
- Assist in / liaise with identified agencies in development of course content and training programs aimed at capacity building
- On need basis assist the department in identification of additional training agencies.
- Provide support in development/ roll out of programs aimed at sensitizing the senior political and executive leadership towards e – governance initiatives

Change Management

- Provide focus on change management through efficient communication, workshops, trainings etc.
- Assist in identifying change management initiatives as part of Government Process Reengineering exercise

| | Profile |
|---|---|
| Essential Criteria | Desirable Skills & Experience |
| <p><u>Education:</u> Graduation: Any Discipline</p> <p>Post Graduation:</p> <p>MBA / PGD (any stream)</p> <p><u>Experience:</u></p> <p>Minimum 8 years of experience in Change Management and Capacity building (Training & Development).</p> <p>Experience of at least 2 years in implementation of large IT / e-Governance projects with emphasis on training and change management</p> | <p>Experience of having led business process reengineering/process improvement engagements is Desirable</p> |