

**DIRECTORATE FOR WELFARE OF THE DIFFERENTLY ABLED PERSONS  
GOVERNMENT OF TAMIL NADU  
RIGHTS Project: Inclusion, Accessibility & Opportunities for the  
Differently Abled in Tamil Nadu  
TERMS OF REFERENCE FOR ENGAGEMENT OF  
Block Coordinator**

<b>1.</b>	<b>BASIC DETAILS</b>	
	Duty Station	: Allotted Block
	No of Engagements	Tenkasi – 12, Chennai - 6
	Language Required/preferred	: English & Tamil
	Duration of Contract	: 12 months (Renewable subject to performance)
	Reporting Officer	: Sub Division OSC - Centre Manager
<b>2.</b>	<b>BACKGROUND</b>	
	i.	As per the Census (2011), Tamil Nadu is the sixth most populous state in India with a population of 72 million, which includes the proportion (1.63 percent) of persons with disabilities compared to national average of 2.21 percent. A study that used pooled data from the District Level Household Survey-4 (2012-13) and Annual Health Survey 2nd updating round (201213) reveals that there are 4550 persons with disabilities amongst every 100,000 population in Tamil Nadu thereby indicating a much higher prevalence of disability in comparison to the census data. Therefore, if one goes by the estimates of this recent study, there would be about 3.2 million people in Tamil Nadu living with some form of disabilities. Moreover, even these estimations appear on the lower side especially since the definition and type of disabilities has undergone a change to include a larger population group since the promulgation of Rights of Persons with Disabilities Act, 2016

ii.	<p>Persons with disabilities face multiple socio-economic constraints including poorer health outcomes, lower education levels, limited economic participation, and higher rates of poverty compared to persons without disabilities. They often experience exclusion and barriers in accessing health services, education, employment, transportation, information as well as care and rehabilitation services. Furthermore, households with a disabled member are more likely to experience material hardships– including food insecurity, poor housing, lack of access to safe water and sanitation, and inadequate access to healthcare. Thus, these limitations and barriers not only hinder their full and effective participation in the society, but also affect the country’s productive potential, the human capital. In order to increase the human capital and reduce the achievement gap among people with disabilities, a coordinated and comprehensive package of interventions appears warranted for addressing the individual and community contexts at both, multiple and systemic levels.</p>
iii.	<p>Tamil Nadu has always been a pioneer in the implementation of welfare schemes for all sections of socially disadvantaged groups. The Department for the Welfare of the Differently Abled (DWDAP), through its various initiatives and schemes have extended full support to the differently abled people in their pursuit of full and equal involvement in every aspect of society. The DWDAP is largely responsible for all administrative, statutory and service delivery functions, which is implemented through its well-experienced workforce at the state, district and local levels. The thrust areas of the DWDAP are prevention and early interventions, special education, employment &amp; vocational training, social security (maintenance allowance, travel concession, assistance to NGOs), aids &amp; appliances, and barrier free structure. Recently, DWDAP conducted a pilot project in a few blocks of the state and has identified a need for multi-sectoral, whole-government, and capacity building approach to care and rehabilitation of the differently abled.</p>
iv.	<p>The RIGHTS Project focuses on three pillars: first, promote inclusion of all by ensuring that persons with disabilities participate equally with others in any activity and service intended for the general public, such as education, health, employment, and social services; second, improve the access of specialized programs by investing in specific measures for quality care, rehabilitation and support services; and third, provide opportunities for persons with disabilities for completion of education, skills training and market-linked employment opportunities. However, to manage the project at the</p>

	proposed scale, substantial efforts would be required to build the current institutional capacity of the DWDAP at all levels in terms of field units for administration, service delivery, supervision and monitoring, along with self-sustaining capacity
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v.	<p>The Project would be managed through the Directorate for Welfare of the Differently Abled (DWDA), led by the Project Director (PD) RIGHTS project cum Director DWDA, hereinafter also referred as PD, and would have a team of consultants. District Project Implementation Unit in each district will oversee the activities in district level, headed by District Differently Abled Welfare Officer (DDAWO) and would have a team of District Project Officers. In Sub Division Level there will be Sub Division One Stop Social Care Service Centres (OSC) headed by Sub Division Officer for Differently Abled.</p> <p>The Family and Community Based Care and Rehabilitation services will be delivered through the Community Based Rehabilitation (CBR) to improve access and quality care and rehabilitation services for DAPs. CBR is a community development strategy that aims to enhance the quality of life for DAPs/ their families and ensure their inclusion and participation in the community. This will include individual-centric planning with the support of family and community, a grass-roots approach providing care and services, mobilizing local capacity and resources, and building on community strengths and structures with the primary purpose of making comprehensive care and services closer to the extent possible to DAPs and their parents/care givers.</p> <p>To provide the proposed above CBR activities of family and community-based care and rehabilitation services at, TN RIGHTS intends to engage a qualified and experienced organization/firm, called a “Community Service Provider (CSP)”</p> <p>TN RIGHTS, through Community Service Providers will establish block level centre in each block, Municipality, and corporation zones and Neighbourhood centres within the block, engage the required staff (Block level and Neighbourhood level) and provide community level services through frontline workers.</p>
vi.	To ensure effective implementation and supervision of the RIGHTS Project at the Block levels, the DWDA is planning to engage a Block Coordinator for each Block.

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**OBJECTIVES AND SCOPE**

Under the supervision of the Subdivision Officer for Differently Abled the Block coordinator will be responsible for:

- a) Overall coordination and day-to-day management of DWDA and RIGHTS Project activities at the Blocks levels including, activities of Block OSC, family & community-based rehabilitation, EICs, and other welfare programs of the DWDA for the respective Block. Specifically:
- b) Preparation of Block Implementation Plans for all activities under DWDA and Rights Project
  - i. Implementation of services in the Block OSC including
  - ii. Community Mobilization
  - iii. Management of activities in Neighbourhood centre and Block centre.
  - iv. Support for delivery of rehabilitation services, life skill education, livelihood, and self-employment services in the block.
  - v. Implement IEC activities at block, Neighbourhood centre and community level.
  - vi. Provide various need-based services and resources for all differently abled (including all age groups) who need assistance for rehabilitation in the block
  - vii. Support management of family and community level intervention at block level
  - viii. Support in accessing social security schemes and Grievance redressed.
  - ix. Ensure the proper delivery of rehabilitation services through rehabilitation professionals like Physiotherapist and special educators of the block.
  - x. Monitoring the activities in the field including the work of Community facilitators and Community Rehabilitation workers.
  - xi. Work closely with Community Service Providers of the block to ensure smooth delivery of rehabilitation services, training programs and other services related to differently abled people.
- c) Liaison with stakeholders including Community Service Providers of the Block.
- d) Liaising with line departments at block level.
- e) Prepare periodic progress reports of the block and timely submission of reports to Subdivision Officer for Differently Abled.

4	<b>REPORTING AND REVIEW</b>	
	The Block Coordinator will report to Subdivision Centre Manager of the subdivision and work under his/her direct supervision on a day-to-day basis.	
5	<b>EDUCATIONAL QUALIFICATION AND EXPERIENCE</b>	
	This Block Coordinator requires dynamic, experienced, and analytical professionals with demonstrated experience in programs related to disability.	
	i)	Block Coordinator should possess a valid bachelor's degree in any rehabilitation science/ Physiotherapy/Occupational Therapy/ Speech Therapy/ Special education/ psychology.
	ii)	Preferably 2 years of post-qualification experience in areas relating to service delivery for person with disabilities particularly in care, support and rehabilitation services
	iii)	Demonstrated understanding of managing centre-based rehabilitation activities and community-based rehabilitation
	iv)	Preference will be given for Differently Abled Person and their family
	v)	Preference will be given to person belonging to same block

6.	<b>Skills Required</b>	
		<ul style="list-style-type: none"> <li>• Capability to manage a centre and oversee the service delivery with the block.</li> <li>• Project Planning, Monitoring and Data Analysis skills.</li> <li>• Excellent interpersonal communication skills.</li> <li>• Good computer skills in MS Office: Word, Excel and PPT</li> <li>• Able to read and write in Tamil and English.</li> <li>• Ability to work in teams and liaise well with others.</li> </ul>
7.	<b>Remuneration</b>	
	i)	The remuneration for the Block Coordinator would be Rs 30,000 per month. Only travel expenses will be paid additionally as per actuals. The Block Coordinator will be located at Block level centre during the contract period. The Block Coordinator may require travel as per Project requirements. Travel allowances will be provided separately as per travel policy.
	ii)	The Block Coordinator will have to attend Block level centre and/or need to do field visit within the block on all working days. The Block Coordinator may also be required to attend office or do field visit on holidays as and when so desired by higher officials for disposal of urgent matters. <b>However, no extra remuneration will be paid for attending office on holidays</b>