

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
SCHOOL OF CONTINUING EDUCATION**

Date: 3-7-2015

Consultants / Academic Associates for School of Continuing Education

The School of Continuing Education (SOCE) desires to engage Consultants and/or Academic Associates (full time) in the following disciplines, initially for a period of six months:

Discipline	Name of Post	Number of Posts
Nutritional Sciences	Consultant and / or Academic Associate	2
Child Development	Consultant / Academic Associate	1
Home Science (Family Resource Management)	Consultant / Academic Associate	1

Remuneration: Consultant – Rs. 40,000 - Rs. 60,000; Academic Associate – Rs 30,000 - Rs 50,000

Essential Qualifications and Experience:

A) Consultant

Master's degree in respective discipline with a minimum of 55% marks and NET qualified/Ph.D as per UGC Guidelines and minimum of 5-7 years of experience.

B) Academic Associate

Master's in respective discipline with 55% marks and NET qualified/Ph.D as per UGC Guidelines.

Job Profile

The nature of work would involve activities pertaining to development and delivery of programmes of study in the respective discipline area. The job would include writing and editing course material, assignments, coordinating with study centres and learners of the discipline, and assisting the Programme Coordinator in the day-to-day activities related to the discipline.

The Candidate may submit a letter of interest stating the possibilities of programme design and development in the above mentioned areas and his/her potential contribution towards the same. A copy of Curriculum Vitae may also be attached with the application and submitted to the address mentioned below **on or before 17.07.2015**.

**Director, School of Continuing Education (SOCE)
Room No.101, G-Block, Zakir Hussain Bhawan,
New Academic Complex,
Indira Gandhi National Open University, Maidan Garhi,
New Delhi – 110 068. Tel: 011-29536347 (O) 011-29534886 (Fax)**

Application may also be sent via E-mail: soce@ignou.ac.in

Please state "Application for Consultant/Academic Associate (Indicate the Discipline for which you are applying)" as the subject on the envelope or subject line of e-mail. Only short-listed candidates will be invited to appear for the personal interview. No TA/DA will be paid for appearing in the interview.

DIRECTOR (SOCE)