



Consultants

Location: Chennai & Coimbatore

The Organisation

The Institute for Transportation and Development Policy (ITDP) works with cities worldwide to promote sustainable, equitable, and inclusive urban transport. The vision of ITDP is to assist the creation of healthy and liveable communities with streets safe for walking & cycling, high-quality public transport, traffic reduction mechanisms, and people-centred mobility policies. ITDP is a not-for-profit organisation headquartered in New York City.

Since 2021, ITDP is represented and supported in India by ITDP Pvt. Ltd. and has worked with governments, multilateral agencies, and civil society to make visible, on-the-ground improvements by providing technical expertise, policy solutions, research publications, and training programmes.

More information about ITDP's work in India can be found at www.itdp.in

About the position

We are looking for a candidate with a strong commitment to equity and sustainability, and passion to improve urban life in India. S/he will provide in-depth technical support for research, project planning, project implementation, policy guidance, and capacity building in the areas of urban mobility and planning with a focus on street design. The candidate should preferably have experience engaging with city agencies on urban mobility projects.

We are looking for two candidates for this one-year consultancy - one to be based in Chennai city and the other to be based in Coimbatore. Proficiency in speaking Tamil is required for the role & it involves regular engagement with city agencies.

S/he will also develop technical reports, policy drafts, guidelines, and training modules. The ideal candidate should have a demonstrated ability to work creatively with a diverse team. The position will also involve engaging with a diverse set of people—civic officials, politicians, civil society agents, media, project consultants, and others—to help build support for sustainable and equitable urban transport. S/he will have a chance to hone his/her

technical knowledge and writing skills while gaining exposure to the fields of sustainable transport.

Roles and Responsibilities:

Technical work & Project management

- Support the team in preparing project strategy that includes creation of an implementation and a monitoring and evaluation framework.
- Support the team in producing high quality research on various developments in the field of urban transport planning.
- Support the team in preparing high-quality technical documents, including:
 - Terms of reference documents
 - Analyse existing policies, regulations and laws.
 - Gap assessment studies and recommend reforms.
 - Policy briefs and suggest institutional frameworks for implementing the same.
- Coordinate with stakeholders at the city and state agencies as well as partner organisations to support effective delivery of the project
- Stay updated on international best practices in the field and understand its application to Indian contexts. Provide technical assistance to teams and external partners.
- Work with the communications team to create communications materials that builds awareness and support for ITDP initiatives.
- Work with peers to execute assigned tasks on time and deliver outputs per Terms of Reference.

Stakeholder and Partner Engagement

- Provide technical assistance to all stakeholders and partner institutions
- Work with the state and city government agencies to collect, process, and analyze transport data.
- Engage with the media to build awareness on key issues pertaining to urban transportation systems and planning.

Capacity Development

- Facilitate workshops for capacity building, focus group discussions, surveys, study tours etc

Qualifications & Experience

- A master's degree in transportation/urban planning, or other relevant fields
- Prior experience in transportation/urban planning and working with urban local bodies, and other government institutions.
- Prior experience in developing guidelines, terms of reference documents, reports, and other urban planning guidance documents is preferred.
- Excellent Microsoft Office, AutoCAD, and Adobe suite skills. Familiarity with GIS software is preferred.
- Proficiency in speaking Tamil is required for the role.
- Excellent English speaking and writing skills.
- Ability to work in intercultural teams.

How to apply

The interested candidates should submit two samples of their written work on sustainable mobility and resume to jobs.india@itdp.org, and cc: venugopal@itdp.org, sanchana.sathyanarayanan@itdp.org, shivani.b@itdp.org with the subject line “Consultant: TN-HS” Our regular processing time is 3-5 weeks, and only shortlisted applicants will be contacted for an interview.

Remuneration

The consultancy fee for this scope of work is Rs. 50,000 – 55,000 per month. Fee shall be commensurate with experience and skills.