

NATIONAL INSTRUCTIONAL MEDIA INSTITUTE

(AN AUTONOMOUS INSTITUTION)

Directorate General of Training

Government of India - Ministry of Skill Development and Entrepreneurship

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EMPANELMENT OF EXPERTS

National Instructional Media Institute (NIMI) invites application from Qualified and Experienced Professionals from various Sectors/Trades (Mechanical, Electrical, Electronic Mechanic Production, IT, Food production, Tourism etc.) for empanelment of experts to develop **Instructional Material** for NCVT approved Trades and various Sectors covered under NSDC.

For Details Please Visit – www.nimionlineadmission.in/mdc

EMPANELMENT OF EXPERTS

National Instructional Media Institute (NIMI) is an Autonomous Institute under Ministry of Skill Development & Entrepreneurship with the objective of preparing Instructional Media Packages (IMPs) for the use of the trainees and trainers for securing overall improvement in the standard of training imparted in Industrial Training Institutes (ITIs), short term skill development courses, for various sectors under National Skills Development Corporation (NSDC) and also for the Industries & Establishments implementing the Apprenticeship training programme.

QUALIFICATION:

Experts (Working/Retired) in various disciplines/trades/sectors in the field of Mechanical/ Electrical/ Electronics/ Production/ Civil/ Automobile/ IT/ Computer/ Food production, Stenography, Tourism etc. (refer annexure for list of trades) with experience in relevant field in Industry / Teaching / Training organization or other Institutions/Organization involved in Development of curricula/ course material.

DESIRABLE:

Knowledge of Pedagogy

MDC Methodology

NIMI books are different and unique when compared with other technical books since it is developed by a group of experts in the field unlike other books which are developed by single subject expert. NIMI books are developed by a team of subject experts named as **Media Development Committee (MDC)** members. These MDC members are identified and selected in each sector/subject. These members are given an Orientation program to develop Instructional material in the NIMI norms/pattern. The members analyze the syllabus and identify the skills involved in the syllabus. The skills can be imparted effectively by suitable design of exercises. Suitable exercises are framed compiled in the form of a practical book. The theoretical knowledge required to acquire the identified skills, is prepared in the form of theoretical lessons and compiled as theory book. Development of Manuscript, Question bank and translation is done by these MDC members. This is further processed by Data entry of manuscripts, proof reading, development of CAD drawing, DTP, technical vetting etc to get the final book ready for printing and publishing.

SCOPE OF WORK

1. The empanelled experts/developers are requested to support NIMI for the development of the instructional material (course content) for the assigned sector which includes Trade Practical, Trade Theory and a set of questionnaires (Question Bank)
2. The empanelled experts will be given suitable orientation for the development of instructional material.
3. The experts will be grouped relevant to course/sector for the development of instructional material and question bank
4. The instructional material (both Practical & Theory) and the Question Bank should be developed in English as per the concept and norms of NIMI.
5. The course content should be supported with proper and relevant illustrations (Figures). More illustrations to be provided to overcome the language barrier.
6. The experts will be called periodically to attend the meeting Chennai/Delhi/Kolkata and other places regarding the development of instructional material.
7. **Experts working in Central/State Government Organizations /Institutions are encouraged to apply. NIMI will make the necessary arrangement to get the experts deputed at NIMI.**

PLACE OF WORKING

The experts will be called for meetings held at CHENNAI, DELHI and KOLKATA.

REMUNERATION:

1. The experts will be paid remuneration in the range of Rs. 750/day to Rs. 2000/day based on their qualification/ experience/ designation.
2. The TA will be paid as per the norms of NIMI
3. The Honorarium will be paid only for the days for which the experts are called for attending the meeting
4. For outstation experts the boarding and lodging will be paid as per NIMI norms.
5. TDS will be deducted as per the government rules.

TERMS AND CONDITIONS:

1. The experts have to execute a Non Disclosure Agreement (NDA) as per NIMI copyright policy in which he/she shall agree not to disclose any information / Data which he/she is privy to while in the engagement and shall take reasonable security measures to prevent accidental disclosure.
2. The copyright of the work **for both question bank and instructional material** shall rest only with NIMI.

3. The experts will at the first instance, submit the copy of an exercise for Practical and the related Theory material to NIMI to confirm the standards of the developed material as per the norms set by NIMI. Illustrations/figures should not be taken from Internet which will violate copyright issues.
4. **The experts will ensure that the developed instructional material and question bank or any part thereof will not violate or infringe copyrights of any individual or organization. For any such violation noticed later the concerned experts will be held responsible**

HOW TO APPLY:

1. Experts should have a valid personal E-mail ID. This E-mail ID should be kept functional. All the communications will be sent to the candidates on this E-mail ID only.
2. Experts should apply online in www.nimionlineadmission.in/mdc

Executive Director

Date: 22.07.2018

Place: Chennai