India International Institute of Democracy and Election Management
Engagement of Training Associates (Democracy and Election Management)

1. About IIIDEM

IIIDEM has been established by the Election Commission of India with a vision to be a global Institute of repute promoting an inclusive, resilient, and democratic world and with the mission to strengthen Democratic Systems and Election Management Bodies through training & capacity building, research and knowledge development, promotion and advocacy.

2. Schools and Centres at IIIDEM

IIIDEM delivers its mandate through various Schools and Centres, offering programs and courses in democratic governance, electoral laws, election technology and electoral processes.

(i) **School of Democratic Governance and Election Management** – undertakes various certificate, diploma and master's courses in democratic governance and election management. It also supports thematic work in various electoral themes and provides necessary support to training of domestic stakeholders.

(ii) **School of Electoral Law** – undertakes various programs and courses on electoral laws, thematic studies based on the legal framework and supports programs of other Schools and Centres with relevant inputs and expertise in electoral laws.

(iii) **School of Election Technology** – undertakes various programs and courses on election technologies and thematic studies around election technologies and supports programs of other Schools and Centres with relevant inputs and expertise in election technologies.

(iv) **Centre for Research and Innovation** – coordinates research and thematic work carried out by IIIDEM and is responsible for their publication.

(v) **Centre for National Trainings** – oversees domestic election training delivery, content management, outcome assessment and master-trainer development.

(vi) **Centre for International Trainings** – spearheads international training programs and maintains a global election resource repository.

3. Position Details

IIIDEM requires Training Associates to provide training and capacity-building support across the spectrum of thematic areas spanning democracy and election management and contribute to training activities during India's International IDEA Chairship & beyond

Position	Training Associate (Democracy and Election Management)
Engagements	On a rolling basis. The number of engagements will depend on requirement and the availability of suitable candidates.
Duration	Three (3) years initially, extendable year to year subject to satisfactory performance and the requirement of IIIDEM.
Place of posting	IIIDEM Campus, Dwarka, New Delhi (full-time).
Remuneration	₹60,000 – ₹80,000 per month (fixed). Annual increase of up to 10% linked to performance evaluation.
Mode of engagement	Contractual, through NISG (HR Service Provider of IIIDEM).

4. Eligibility

Essential:

Master's degree with minimum 55% marks in Political Science, Public Administration, Public Policy & Law. **AND** UGC-NET qualification in relevant discipline. **AND** Minimum Two years of relevant experience
OR
A Master's degree in International Electoral Management and Practices (MIEMP), an approved programme of ECI offered through TISS **AND** Minimum Two years of relevant experience

Desirable:

- Diploma or certification in an Instructional Design course.
- Experience of designing pedagogy, curriculum and training material for adult or professional learners.
- Experience in developing e-learning content, storyboarding and modular course design.

- Experience of conducting Training-of-Trainers (ToT) programmes and classroom, online or blended delivery.
- Demonstrated ability to apply instructional-design principles and to produce high-quality training material in English.

5. Roles & Responsibilities

The Training Associate (Democracy and Election Management) will, in particular, be responsible for:

- **Developing taxonomy** – research and prepare a well-defined taxonomy for the various thematic areas in democracy and election management.
- **Developing pedagogy** – design and strengthen IIIDEM's training and capacity-building pedagogy by applying sound instructional-design principles.
- **Developing training material** – prepare training material as per the pedagogy, including session plans, lesson plans, handouts, presentations, best practices, case studies and audio-visual resources.
- **Training delivery** – deliver training across courses in both online and offline / blended modes.
- **e-Learning content** – prepare content for e-learning courses and self-paced modules, including storyboarding.
- **Assessment & certification** – support assessment, certification and training-outcome evaluation, including training-of-trainers programmes.
- **Coordination** – coordinate with academic faculty, research teams of the Schools and Centres, Master Trainers, State Training Nodal Officers and other stakeholders.

6. How to Apply

Eligible candidates may apply through the IIIDEM / NISG official website within the timeline notified therein.