



CENTRAL ADOPTION RESOURCE AUTHORITY

(Statutory Body of Ministry of Women & Child Development,
Government of India), West Block-8, Wing-II,
R.K. Puram, New Delhi- 110066

Central Adoption Resource Authority (CARA), which deals with all matters concerning Child Adoption in India/abroad, urgently requires services of **CONSULTANTS** in different categories as per TsOR. Their number will depend on actual requirement. All requirements shall be contractual for a period of one year (which may be extended or curtailed at the discretion of the Competent Authority).

The Terms of Reference (TsOR), essential qualifications, experience and remuneration are available on the CARA's website www.cara.nic.in. Retired Government Employees can also apply as Consultants as given in TsOR. The eligible candidate may apply with self-attested copies of certificates of the essential qualifications and experience at the address given above, within 15 days from the date of publication of the advertisement. Incomplete applications or those received after last date will not be entertained. Only short-listed candidates will be called for interview. Empanelled consultants shall remain in the panel for one year. CEO (CARA) reserves the right to reject any or all applications without assigning any reason.

Chief Executive Officer (CARA)

Terms of Reference (TsOR) for Consultants in CARA

1. Revised TOR for the post of Consultants in CARA based on the guidelines for engagement of Consultants in the Ministry of Women & child Development (O.M. No. 49/5/2017-Admn dated 02 Jun 2017).

2. Central Adoption Resource Authority (CARA) is a Statutory Body of the Ministry of Women & Child Development, Government of India. It functions as a nodal body for adoption of Indian children and is mandated to monitor and regulate in-country and inter-country adoptions. CARA is designated as Central Authority to deal with inter-country adoptions in accordance with the provisions of the Hague conventions of inter-country Adoption, 1993.

3. CARA primarily deals with adoption of orphan, abandoned and surrendered children through its associated/recognized adoption agencies. The role and functions of CARA have increased manifold with the implementation of Hague Convention of Inter-Country Adoption, Juvenile Justice Act 2015, Adoption Regulations 2017, Integrated Child Protection Scheme (ICPS) and online Child Adoption Resource Information & Guidance System (CARINGS).

4. CARA shall be hiring the contractual/outsourced staff in four categories in line with the guidelines of the Ministry i.e. Young Professionals, Junior Consultants, Senior Consultants & Retired Government Employees as Consultants.

5. **Consultant Category:**

(a) **Young Professionals**

(i) **Age Limit:** upto 28 years.

(ii) **Academic Qualification:** Bachelor's degree or technical qualification in relevant field/ subject.

(iii) **Work Experience:** 1 year to 3 years.

(iv) **Remuneration:** Consolidated amount of Rs. 30,000/-P.M. inclusive of Transport Allowance of Rs.5000/- P.M.

(b) **Junior Consultants**

(i) **Age Limit:** up to 35 years.

(ii) **Academic Qualification:** Persons having Masters Degree in relevant subject or technical qualifications like B.Tech, MBA, MSW, LL.B. or equivalent in relevant field/ subject.

(iii) **Work Experience:** 3 years to 7 years.

(iv) **Remuneration:** Consolidated amount of Rs.60,000/-P.M. inclusive of Transport Allowance of Rs.5000/- P.M.