

JOB DESCRIPTION

POSITION VACANT: TEAM LEADER - 02

ORGANIZATION BACKGROUND:

Founded in 1997 and registered as a public charitable trust in January 2000, **SRIJAN** is a grassroots implementation and support agency, committed to promoting sustainable and self-reliant models of rural development through interventions in agriculture, horticulture, natural resource management, dairy and livestock.

Geographically spread over four states, **SRIJAN** collaborates with the state governments to help build both hard and soft infrastructure for the rural poor. It has been and continues to be in several policy-making bodies of the central government. It has a healthy portfolio of projects with an annual value of Rs. 25-30 crores and a headcount of 400 direct and indirect staff. It is supported by a range of well-known private donors, such as Tata Trusts, the Ford Foundation, Axis Bank Foundation, Bill and Melinda Gates Foundation, and Azim Premji Philanthropic Initiatives.

For more information, please visit <http://srijanindia.org/>

Location: Locations in Madhya Pradesh (Possible districts: Tikamgarh, Chattarpur, Shivpuri and Guna)

Compensation:Rs. 75,000-100,000 per month (as per experience)

Experience and qualification

1. The candidate should possess any professional degree or postgraduate in rural management, social work, agriculture, horticulture, forestry or any similar background.
2. The candidate should have minimum 10-15 years of relevant experience in the development sector and preferably have entrepreneurial skills, negotiation skills, good communication, command of community-driven approaches, a risk taker, and a target achiever.
3. Should have led a team of professionals at district, state level or national level.
4. Should have experience of dealing with funders, donors and worked with state rural livelihood mission.
5. Should have done some livelihood projects in the past dealing with aggregation, procurement, Value addition, marketing & sales, and dealing with different stakeholders of an FPO. Also, dealing with corporate buyers and meeting their demands.
6. Should have strong negotiation skills.
7. Should possess strong leadership skills and a visionary approach.

8. Should also have experience working directly with primary producers (farmers).
9. Should be proficient in English and Hindi.
10. Should possess excellent liaison and communication skills.

Responsibilities

The candidate will report to the Program Manager/Program Director, and the major responsibilities include:

- Lead the project at the district level and coordinate with SRLM staff and other key stakeholders.
- Prepare district plans and execute through SRLM architecture and staff and monitored by Srijan project staff.
- Facilitate convergence with SRLM, banks and other private players to mobilise resources and build linkages.
- Monitor the progress and prepare reports and MIS to ensure achieving key milestones and outputs.
- Work in tandem with the state level technical mission at MPSRLM and Srijan National team.
- Lead the District level implementation team of multiple block units including 1 Block coordinator and 2 Field coordinators
- Regular interactions with the District Project Management Unit of MPSRLM
- Ensure the stated work being done in coordination with SRIJAN and District level MPSRLM unit.
- Prepare work plans, delegate tasks and monitor the physical and financial progress of the project.
- Monitoring of day-to-day activities, project performance and individual member performance.
- Team building/understanding team issue, conflict resolution at team level.
- Mentoring of team members.
- Ensuring monthly team meeting and share report to organization.
- Timely achievement of targets.
- Timely update of accounts of SRIJANs books, community organizations and day to day accounts management.
- Prepare the vision of the location in congruence of the mission of the organization and transfer this vision to team members.
- Build enabling linkages with stakeholders like funding agency and state govt./district.
- Strategic planning for location considering value of organization.
- Financial planning and fund raising for location.
- Reporting (timely) to organization and donors.
- Grooming team members - For effective team functioning - For taking more/ Organizational responsibilities - For become future team leader - Fund raising specially from district administration.
- Ensure office maintenance and discipline at team level.

- Develop scalable models
- Write reports as per the requirement of the project.
- Any other tasks that the management deems fit.

Interested candidate can send their CV at recruitment_tl@srijanindia.org by or before 06th January, 2022.