

JOB DESCRIPTION
Team Leader (One Vacancy)
Bharat Rural Livelihood Foundation, Nagpur, Maharashtra

1. POSITION VACANT: Team Leader (One Vacancy), Bharat Rural Livelihood Foundation, Nagpur, Maharashtra

2. ORGANISATION BACKGROUND:

Government of India (GOI) initiated **Bharat Rural Livelihoods Foundation (BRLF)** as an independent organization under the Societies Registration Act, to facilitate civil society action in partnership with the Central and State Governments, for transforming livelihoods and lives of rural households, with an emphasis on women, particularly in the Central Indian Tribal Region.

BRLF is a unique and first-of-its-kind initiative and the **Foundation** is constituted as a partnership between Government on the one hand and private sector philanthropies, public and private sector undertakings (under Corporate Social Responsibility), on the other. Major functions of **BRLF** comprise the provision of financial grants to Civil Society Organizations (CSOs) to meet their human resource and institutional costs for up-scaling proven interventions, invest in institutional strengthening of smaller CSOs and capacity building of professional human resources working at the grassroots. The General Body and Executive Committee of **BRLF** are constituted by eminent individuals, as well as ex-officio representatives from private philanthropies, public and private sector organizations, financial institutions, State Governments and **GOI**.

For more details, please visit our website: www.brflf.in

ABOUT “High Impact Mega-Watershed Project”, Maharashtra

BRLF and Commissioner Office, MGNREGS, Nagpur, Govt. of Maharashtra signed an MoU on September 8, 2022 to implement a **High Impact Mega Watershed Project** in the 26 blocks of 5 districts of Maharashtra. The goal of the project is to double the income of at least 1,00,000 small and marginal households on a sustainable basis. This is a five-year project. The implementation strategy of this proposed project envisages that the selected CSOs will provide facilitation support to the Gram Panchayats and front line MGNREGA functionaries for participatory planning and provide onsite technical support for better implementation of the planned interventions.

For robust monitoring and evaluation, a **State project Management Unit (SPMU)** will be set up in Nagpur. The **SPMU** will have its dedicated staff and will work under the guidance and leadership of MGNREGA Commissioner, GoMH and **BRLF**.

3. JOB DESCRIPTION/ RESPONSIBILITIES:

BRLF is looking for passionate and motivated professionals to join SPMU, Nagpur, Maharashtra. The **Team Leader** shall be responsible for the following:

Key Job Responsibilities:

- (1) Manage the overall functioning of SPMU, whose primary role would be to support and mentor CSO partners and support the MGNREGA state Cell and other government line departments for smooth implementation of this project;
- (2) Develop and design program implementation processes, policy guidelines, capacity-building modules, community-based institutional framework, and project MIS framework for online project management on the **BRLF** MIS tool;
- (3) Conduct regular meetings with implementing partners and district and block officers for

smooth project implementation;

(4) Extend necessary field-based backstopping support, capacity building, mentoring, and technical handholding to all CSO partners working in the allocated blocks to achieve project deliverables;

(5) Conduct training and various capacity-building events for the CSO staff for common understanding. The Team Leader will be responsible for training the staff of all CSO partners working on the project and further regular follow-up to implement the project smoothly;

(6) Prepare a template for yearly planning and budgeting at all levels; It will develop and launch a “monitoring, evaluation, and learning (MEL)” system for the project. It will build reporting and documentation format along with the design for knowledge management;

(7) The Team Leader will recommend the MGNREGA state cell for actions to be taken to implement the project effectively.

(8) Engage at respective state-level meetings for the functioning of different committees with the support from the MGNREGA and other state departments to ensure leverage of other govt schemes with the project;

(9) Develop the IEC material to be produced under the project, which the **BRLF** will share. Equipment and accessories for the state Programme Secretariat will be procured by the team leader, who would take responsibility for the custody and proper use of such equipment/ accessories;

(10) Generating reports at the project level will be the responsibility of the Team Leader and will submit (both to **BRLF** and State Government) periodic reports, as agreed by the parties;

(11) Team Leader will lead and facilitate all stakeholders in organizing the Project Steering Committee meetings at periodic intervals;

(12) Ensure close collaboration and coordination with other team members deployed in the SPMU and project region and assist them in achieving the project deliverables and milestones;

(13) The Team Leader will guide SPMU team members in developing their yearly and monthly plans and will review them by conducting team meetings to ensure the team's performance.

(14) The Team Leader will ensure good networking and liaison with government and non-government institutions for training funds, technical assistance, etc.

(15) The Team leader should have the willingness to travel frequently within the state and outside the state to fulfil the need of the project and to complete the task assigned by the **BRLF** management.

4. QUALIFICATIONS, EXPERIENCE AND COMPETENCIES:

Qualification:

Applicants must have completed Four Years Graduation (BE/ B.Tech./ BSc in Agriculture etc.) or Master in Science in any discipline from a UGC recognized university (Regular only).

Experience:

(1) Minimum 10 years of grass-root experience working in rural livelihoods domain or in watershed/ Natural Resource management

(2) Prior experience of leading a team of professionals and different projects.

Essential Skills and Competencies:

(1) Excellent speaking, reading and writing skills in English and Marathi (Priority) and in Hindi (Preferred) are required.

(2) Ability to work in a multi-cultural/ multi-disciplinary team;

(3) Ability to multi-task and work well in such a team;

(4) Willing to travel.

5. COMPENSATION OFFERED:

The remuneration package budgeted for the position is between INR 100,000 to INR 120,000 per month. Offers shall be commensurate with the qualifications, experience and salary history, of the selected candidate.

6. NUMBER OF VACANCIES: One Vacancy

7. LOCATION(s): Nagpur

8. CONTRACT TYPE AND PERIOD:

This is a contractual engagement for a period of six months. The engagement may be renewed/ extended based on the performance and requirements of the organization.

9. Maximum Age: 40 years as on January 1, 2023

10. REFERENCE: TL-MH-BRLF

11. CONTACT INFORMATION:

Team SAMS
Strategic Alliance Management Services P Ltd.
1/1B, Choudhary Hetram House, Bharat Nagar
New Friends Colony, New Delhi 110 025
Phone Nos.: 011- 4081 9900; 4165 3612

12. APPLICATION PROCESS:

Eligible candidates interested in the position are requested to apply using the link - <https://recruitment.samshrm.com/JOBS/BRLF> by or before **November 27, 2023**.

BRLF is an equal opportunity organization without discrimination by virtue of religious belief, social class, caste, special ability, or gender.