

**JOB DESCRIPTION**  
**Regional CFR Coordinator**  
**Bharat Rural Livelihoods Foundation**

**Position:** Regional CFR Coordinator

**Location:** New Jalpaiguri, Alipur Duar and Bankura districts of West Bengal with travel to BRLF geographies of operation

**Number of Positions:** Three

**Reports To:** Team Leader

**Nature of Employment:** This is a project-specific position offered as a full-time year contract with benefits. Renewal is possible, depending on project extension and availability of funds.

**3. ORGANISATION BACKGROUND:**

The Ministry of Rural Development set up Bharat Rural Livelihoods Foundation (BRLF), Government of India (GOI) as an independent organization under the Societies Registration Act to facilitate civil society action in partnership with State and Central Government, to transform 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. The Foundation is a partnership between Government on the one hand and private sector philanthropies, and public and private sector undertakings (under Corporate Social Responsibility) on the other. Major functions of BRLF are fostering strategic partnerships with state govt for improving program outcomes, providing financial grants to Civil Society Organizations (CSOs) to meet their human resource and institutional costs for up-scaling of proven interventions, investing in institutional strengthening of smaller CSOs, capacity building of professional human resources working at the grassroots, and to create a knowledge Hub for the sector.

For more details, visit [www.brlf.in](http://www.brlf.in)

**2. Role Description:**

The CFR Coordinator will be responsible for facilitating and coordinating the on-ground implementation of the Community Forest Rights (CFR) project in specific regions of West Bengal. This role involves engaging with local communities,

assisting in the filing of CFR claims, making a Forest Conservation and Management Plan, Capacity Building of CFRMC and working closely with government officials and civil society organizations (CSOs) to ensure the successful recognition and implementation of CFR in forest-dependent tribal communities.

### **3.Key Duties and Responsibilities:**

- **Field Coordination:** Serve as the key point of contact for the implementation of CFR activities in designated regions, ensuring that fieldwork aligns with the overall project goals.
- **Community Engagement:** Mobilize and support local tribal communities in understanding and filing CFR claims. Facilitate discussions and participatory processes within the community regarding forest governance and rights.
- **Government Liaison:** Engage with district and local government officials, forest departments, and tribal welfare authorities to advocate for and support the community's CFR claims.
- **Capacity Building:** Assist in building the capacities of community members, local leaders, and Forest Rights Committees (FRCs), CFRMC by providing training on CFR processes, rights under the Forest Rights Act (FRA), and sustainable forest management practices.
- **Reporting:** Prepare regular reports on progress, challenges, and achievements, providing updates to the Team Leader (CFR Expert) and other relevant stakeholders.

### **4. QUALIFICATIONS, EXPERIENCE AND COMPETENCIES:**

#### **Qualification and Experience:**

- Bachelor's degree in a relevant field such as Rural Development, Forestry, Social Work. Master's degree is preferred.
- 3-5 years of experience in community mobilization, rural development, or forest governance, with a strong focus on indigenous rights and community forest management.

- Good understanding of the Forest Rights Act (FRA) and the processes for claiming Community Forest Rights in India.
- Experience in working with tribal or forest-dependent communities and government stakeholders.
- Strong communication skills, with the ability to facilitate meetings and build relationships with diverse groups.

**Key Skills & Competencies:**

- Community mobilization and participatory decision-making.
- Ability to coordinate multiple stakeholders, including government and civil society partners.
- Problem-solving and conflict resolution abilities.
- Excellent organizational and project management skills.

**4. COMPENSATION OFFERED:**

The remuneration package is budgeted for a range of INR 40,000-50,000 per month. The offer made to the selected candidate shall be commensurate with the qualifications, experience and salary history.

**5.LOCATION:** West Bengal with travel to BRLF geographies of operation.

**6.Age Limit:** Max. Up to 45 years

**\*\*Languages**

Good command of speaking, reading, and writing in English and Bengali is required. Knowledge of Hindi language would be an added advantage to the candidate.

**7. APPLICATION PROCESS:**

**Eligible candidates interested in this position are requested to apply through [Link](#)**

**Applications will be reviewed on a rolling basis, and the position will remain open until filled. Early submission is encouraged, with a final application deadline of May 20, 2025.**

***BRLF is an equal opportunity organization without any discrimination by virtue of religious belief, social class, caste, special ability, or gender. BRLF is an equal opportunity organization. Women are encouraged to apply.***