

## **JOB DESCRIPTION**

### **Regional Coordinator (One Vacancy), Bharat Rural Livelihoods Foundation**

**POSITION VACANT: Regional Coordinator (One Vacancy), Bharat Rural Livelihood Foundation, Gumla, Jharkhand.**

#### **2. 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)

#### **ABOUT “Jiwi Daah Hasa”, Jharkhand**

“Jiwi Daah Hasa” synonymous with Life, Water and Earth is a highly ambitious project of **Bharat Rural Livelihoods Foundation (BRLF)** which aims to impact the lives of 1 lakh marginalized households across 24 blocks of Jharkhand, by supporting their livelihoods, thereby ensuring sustained income in the long run.

The overall project goal is to enhance the income of 1 lakh households, regenerate agro ecology & secure livelihoods and climate resilience.

#### **3. JOB DESCRIPTION/ RESPONSIBILITIES:**

**BRLF** is looking for passionate and motivated professionals to join SPMU, Ranchi, Jharkhand. The **Regional Coordinator** shall be responsible for the following:

##### **Key Job Responsibilities:**

- (1) Responsible for smoothly implementing all project activities in their allotted respective region;
- (2) Conduct regular field visits to all the CSOs blocks monthly or as per requirement (action plan) to ensure the quality of DPR and implementation of DPR activities;

- (3) Provide onsite handhold and technical back support to the CSO project team;
- (4) Responsible for updating the field data of the CSOs and ensuring timely entry into the HIMWP / BRLF – MIS portal;
- (5) Facilitate healthy coordination between CSOs - Block - District level officials in planning, implementing and monitoring project milestones;
- (6) Facilitate organisation in block and district meetings to ensure the execution and implementation of DPR and adequate technical support is provided to CSOs in the field;
- (7) Establish healthy working relationships with District and Block Level Stakeholders- Govt agencies/ PRIs and rural communities;
- (8) Ensure compliance with Systems and Processes -- timely progress reporting;
- (9) To support organizing regional and state events and regular communication with all stakeholders;
- (10) Provide support to CSOs for preparation of different layers of GIS maps.
- (11) Report to the Team Leader about progress and attendance (concerning the monthly salary disbursement).

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

##### **Qualification:**

Applicants must have completed Four Years Graduation (BE/ B.Tech./ BSc in Agriculture etc.) Or three years diploma in Civil/ Water Engineering from a UGC recognized university (Regular only).

##### **Experience:**

- (1) Minimum 5-7 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 Hindi (**Compulsory**) and knowledge of santhali language will be an added advantage.
- (2) Proficiency in Microsoft Office (Word, Excel, PowerPoint) and Geographic Information System (GIS) software, with the ability to create, analyze, and present data effectively.
- (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 50,000 to INR 55,000 per month. Offers shall be commensurate with the qualifications, experience and salary history, of the selected candidate.

**6. NUMBER OF VACANCIES:** 1 Vacancy

**7. LOCATION:** Gumla, Ranchi.

**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. Age:** Not more than 50 years

**10. APPLICATION PROCESS:**

Eligible candidates interested in the position are requested to apply using the [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 May 30, 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.***