

JOB DESCRIPTION
Regional Coordinator (One Vacancy)
Bharat Rural Livelihood Foundation, West Bengal

1. POSITION:

- **Regional Coordinator** (One Vacancy)
- **Reporting:** Team Lead TSU- Siliguri & Project Officer- Eastern Zone, BRLF
- **Place of posting:** Alipurduar District, West Bengal
- **Joining:** Immediate
- **Nature of Employment:** Full-time contract with benefits

2. ORGANISATION BACKGROUND:

Bharat Rural Livelihoods Foundation (www.brlf.in) is an autonomous body established in 2013 under the Ministry of Rural Development through a Union Cabinet decision by the Government of India. With a vision to transform the lives and livelihoods of the most vulnerable populations across India, BRLF plays a crucial role in fostering and facilitating civil society action in partnership with the government and people's institutions. Its mandate encompasses a range of objectives, including bridging the gap between program outlays and outcomes, improving implementation of government flagship programs, providing grant support to civil society organisations (CSOs), and promoting partnerships for inclusive, sustainable development. BRLF has a pan-India mandate and focuses on tribal geographies, particularly those in the Central Indian tribal belt and Northeast India. The focus has been on the states with the most concentration of tribal population which are Gujarat, Rajasthan, Maharashtra, Madhya Pradesh, Telangana, Odisha, West Bengal, Jharkhand, Chhattisgarh, Assam, Mizoram.

To achieve its objectives, BRLF follows a networked approach for nurturing the appropriate institutional and programmatic ecosystem for enhanced interventions in sustainable livelihoods for tribal rural communities. The collaborative model actively engages various key stakeholders, including the government, private philanthropies, public and private sectors under corporate social responsibility (CSR), Civil Society Organisations (CSOs) and Community-based Institutions (CBOs and PRIs). The unique collaborative model facilitated by BRLF successfully harnesses the collective strengths of these institutions to design and scale rural development initiatives effectively.

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

ABOUT "Securing Access to Community Forest Rights", West Bengal project-

The Bharat Rural Livelihoods Foundation (BRLF), is implementing the **Securing Access to Community Forest Rights project in 8 districts** across West Bengal in. This three-year initiative aims to accelerate the process of Individual Forest Right (IFR) & Community Forest Right (CFR) claim generation & settlement.

The implementation of the Forest Rights Act (FRA), 2006, in West Bengal is marked by systemic challenges across governance levels, state, district, block, and community. These gaps hinder the recognition of IFR & CFR, thereby undermining the socio-economic and cultural well-being of forest-

dependent communities. BRLF's intervention is designed to address these challenges holistically by fostering inclusive governance and facilitating multi stakeholder collaboration.

The Bharat Rural Livelihoods Foundation (BRLF) is seeking a highly experienced and qualified professional to fill the position of Regional Coordinator, based at the Alipurduar District of West Bengal.

3. JOB DESCRIPTION / SCOPE OF WORK

- **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 and share regular reports on progress, challenges, and achievements in his/her operational area

4. QUALIFICATION, EXPERIENCE & COMPETENCIES

Educational Qualifications:

A Master degree in Social Work, Development Studies, Rural Management, Public Policy, Public Administration, Forest Management, or any other related discipline from a reputed institution directly relevant to the consultant scope of work.

Experience:

Demonstrated field experience of 5-7 years in the domain of Forest Governance and Management/ Rural Development/Tribal Development/ Sustainable Livelihoods/ Climate Change/ Agriculture and Forestry in West Bengal is preferable.

Essential Skills & Competencies:

- Experience at Grassroots, Field level understanding on Community Mobilization, engagement with CBO's
- Ability to handle Multi stakeholders as Government, Elected representatives, CSO's as son on.
- Fluency in English & Hindi is required, working knowledge in Bengali language will be added advantages.
- Willingness to travel extensively.
- Work independently and be organized to ensure that tasks are completed on time.
- Results orientation with attention to detail.

Preference will be given to female candidates for this position

5. COMPENSATION OFFERED:

The remuneration package budgeted for the position is between INR 45,000 – INR 55,000 per month. Offers shall be commensurate with the qualifications, experience, and salary history, of the selected candidate.

6. NUMBER OF VACANCIES: One

7. LOCATION(s): Alipurduar District, West Bengal

8. AGE LIMIT: N/A

9. 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 November 10th, 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.