

JD for the position of Design Consultant

Bharat Rural Livelihoods Foundation

Nature of Engagement: Consultant / Contractual

Duration: August 25th to September 14th, 2026

Location: Delhi/ Remote

No of Position: 1

Last date for application: 21st August, 2026

About BRLF

Bharat Rural Livelihoods Foundation (www.brlf.in) is an autonomous body established in 2013 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 nurturing 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. BRLF has supported and directly contributed to numerous projects on sustainable livelihoods, natural resource management, and governance in the states of Odisha, Jharkhand, West Bengal, Chhattisgarh, Madhya Pradesh, Rajasthan, Gujarat, Maharashtra, Assam, Mizoram and Telangana.

Central to fulfilling this mandate is the ability to learn systematically from the ground, to translate field experience into evidence, and evidence into practice and policy that genuinely serve the first mile. The Research and Knowledge Management vertical at BRLF anchors this endeavour. It works to build a robust, inclusive and evidence-based body of knowledge on sustainable rural livelihoods and natural resource management in India, drawing on the collective experience of BRLF's state operation units, civil society partners, research and academic institutions, governments, private entities and the communities at the heart of its work. In doing so, the vertical seeks to nurture a vibrant and inclusive knowledge ecosystem, one where field practice continuously informs research, and research, in turn, sharpens practice.

Through original research, knowledge briefs, and actionable learning products, the vertical seeks to strengthen reflective practice within the BRLF ecosystem, enable meaningful knowledge exchange among stakeholders, and channel ground-level insights into policy dialogue at the Central and State levels. Ultimately, this vertical aspires to establish a shared knowledge infrastructure for the sector, one that grounds decision-making in evidence, fosters continuous learning across institutions, and advances dignified, resilient, and self-reliant rural livelihoods in India's tribal heartlands.

About the Assignment

Through its efforts to document the rich knowledge and expertise of BRLF and its partners, the Research and Knowledge Management vertical of BRLF has developed analytical case studies and Practice Support Notes. These have the potential to be great learning resources for practitioners and professionals in the sector, for planning and implementing NRM and sustainable livelihood initiatives. Each Practice Support Note has been created based on emerging experiences from the field of BRLF and its partners.

Scope of Work

The assignment requires publication-worthy design of four practice support note collaterals, in both printable and online formats (compatible with mobile or laptop viewing), with content including text, infographics, and images. The practice support notes range from 35 to 40 pages of written content.

The consultant is expected to complete the design assignment within the consultancy period, with a timeline for individual collaterals as agreed upon with the Research team.

Consultancy Fees

The cost structure of the design consultancy shall follow the following norms:

No of written content pages with standard formatting	Cost per document
Up to 5	INR 4,000 per document
6-10	INR 6000 per document
10-15	INR 9000 per document
21-50	INR 900 per page
51+	INR 800 per page

The above rates exclude any paid assets, including stock images, illustrations, fonts, icons, software licences, printing, translation, or other third-party services required for the project, which can be charged separately upon prior approval from BRLF.

The Consultant fees shall be released based on milestones associated with completion of deliverables

Milestone	Deliverable / Activity	Payment (%) of total contract
1	Completion of Practice support note 1 (Print and web version)	25%
2	Completion of Practice support note 2 (Print and web version)	25%
3	Completion of Practice support note 3 and 4 (Print and web version)	50%

Qualifications and Experience

Essential

- ❖ Proven experience of designing research and dissemination collaterals for development sector organisations and/or research institutions
- ❖ Proven understanding of design sensitivities required for research and learning collaterals
- ❖ Knowledge of APA 7th Edition citation style and guide is desirable
- ❖ Must be proficient in the development of visual infographics.
- ❖ Work independently and be organised to ensure that tasks are completed on time.
- ❖ Results orientation with attention to detail.

Reporting and Coordination

The consultant will report to BRLF's Head, Research and MEL. BRLF may request a virtual meeting to discuss the status of deliverables with 24 hours' notice at any time. The consultant must incorporate suggestions. Final approval of all deliverables shall be done by BRLF for release of consultant fees

Application process and timeline

Application Process: Eligible candidates interested in this position are requested to apply through [LINK](#). Interested candidates must apply by August 20th, 2026. Only shortlisted candidates will be contacted. Recruitment for the position will be on a rolling basis.

BRLF reserves the right to close this recruitment as the position is filled from applications received.

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