

District Manager - Capacity Building

Background and General Description:

The Government of India has launched The National Rural Livelihoods Mission (NRLM) under the Ministry of Rural Development (MoRD). The Mission aims at creating efficient and effective institutional platforms of the rural poor enabling them to increase their household income through sustainable livelihoods enhancements and improved access to financial and public services. The agenda is to mobilize the rural poor and vulnerable people into self-managed, federated institutions and support them for livelihoods collectives. In addition, the poor would be facilitated to achieve increased access to their rights, entitlements and public services, diversified risk and better social indicators of empowerment.

Further to these objectives, the Government of Maharashtra has constituted the Maharashtra State Rural Livelihoods Mission, registered under the Societies Act 1860. A State Mission Management Unit has been constituted as a dedicated support structure to deliver the mission in the State. The MSRLM aims to build a team of high quality professionals for providing technical assistance to the districts in various thematic areas such as human resource management, rural livelihoods, social inclusion, environment management, financial inclusion etc.

MSRLM lays primary emphasis on promotion of 'professionally competent and dedicated implementation structures' at the national, state, district, and sub-district level for managing and supporting all the program activities. It would seek partnerships with reputed research and academic institutes for training and developing professionals for rural livelihoods programs and where necessary provide technical assistance for faculty development (re-skill building and re-tooling), besides supporting curriculum design, training, pedagogy and development of course curriculum. The Mission would facilitate training of three broad categories of professional's viz., community organizers, professionals working with the state livelihoods Mission at middle and junior level and professionals working with the State Missions at the senior level. The three categories would be trained in attitudes, skills and themes. As there is less ready to use training material suitable to MSRLM, the Mission would invest in developing core training material. It would also identify and train a pool of trainers drawn from various institutions. Training would also be provided to all stakeholders and partners of the program such as civil society organizations and bankers.

The mission will be operational for a period of 5-7 years. Thus, persons recruited and performing successfully could expect to be associated with the mission on a long term basis. For administrative policy reasons, the contract of this position will be for 11 months and renewed further based on performance and requirement.

Posting:

The posting will be at District Mission Management Unit (DMMU) level in any one of ten districts under Phase I of implementation in Gadchiroli, Wardha, Yeotmal, Osmanabad, Jalna, Ratnagiri, Nandurbar, Solapur, Gondia and Thane.

Duties and Responsibilities

The following are the indicative **Duties and responsibilities** of **District Manager - Capacity Building**

- Take leadership in designing and development of annual work plans, perspective plans for the district under capacity building component.
- Identify stakeholders to be included under plans for Training and Capacity Building.

- Undertake trainings from time to time with the help of empanelled trainers or organisations
- Promote an enabling work environment to maximise intra thematic and cross thematic exchange of ideas, plans and strategies for implementation.
- Undertake regular Consultations with target stakeholders on feedback of training and capacity building activities in order to improve design and delivery.
- Develop and update database of training institutions, resource persons, and the various stakeholder's viz., SHGs, VOs, MS, Line departments and PRIs.
- Promote training schools/ learning centres/resource centres at regional/block/district level and extend handholding support for improving delivery
- Assist in monitoring the training programmes conducted by external by collective feedback from both participants and trainers.
- Monitor the performance of the **Block Manager – Capacity Building**
- Play a lead role in cross regional knowledge sharing including learning and exposure visits, workshops and seminars and in producing knowledge products on training and capacity building.
- Undertake regular reporting to SMMU in form of generating MPR's, QPR's and other relevant periodic reports.
- Any other task as allocated by competent authority at SMMU

Reporting:

The person recruited will be reporting to the **State Co-ordinator –Capacity Building & State Co coordinator - Human Resource** for Functional reporting and District Mission Manager for Administrative reporting or any other delegated authority.

Minimum Qualification and Experience

For Government Officials- Candidates from Maharashtra State Services/ Government departments Banking institutions / should have PG degree or diploma in any discipline from a recognised university/Institute with minimum 6 years of experience in Rural Development/Social Mobilisation/Poverty alleviation/Livelihoods promotion programmes/ Entrepreneurship Development programmes.

Relevant experience should be minimum 3 years. Relevant experience would constitute successfully planning, designing or undertaking training and capacity building events Rural Development/Social Mobilisation/ Poverty alleviation/Livelihoods promotion /Entrepreneurship Development programme/ /Entrepreneurship Development programmes / Strategic planning. Candidates should have sound understanding of participatory training methodology and skills of trainer.

For candidates from open market- PG degree/diploma completed in Social work or Business administration or Development studies or rural development or Rural management or Agri business management or Sociology or Economics or Anthropology or Entrepreneurship Development from recognised university/Institute with overall experience of at least 6 years in working in Rural Development/Social Mobilisation/Poverty alleviation/Livelihoods promotion/Entrepreneurship Development programmes.

Relevant experience should be minimum 3 years. Relevant experience would constitute successfully planning, designing or managing training and capacity building activities in Rural Development/Social Mobilisation/ Poverty alleviation/Livelihoods promotion /Entrepreneurship Development programmes / Strategic planning. Candidates should have sound understanding of participatory training methodology and skills of trainer.

- Age Limit for Government Employees would not be more than 50 years as on 1st April 2013
- Age Limit for open market candidates would not be more than 40 years as on 1st April 2013 and up to 5 years of age relaxation for reservation category and Persons with disabilities (PwD) candidates.

- Knowledge of Marathi and MS Office is essential.

Desired Domain Knowledge and Experience

- Knowledge and experience to organize and deliver trainings, including development of training module and training calendar.
- Skills in facilitation and training impact assessment.
- Prior experience of engaging Training institutions /Resource persons in training and Capacity building activities and monitoring the performance of the same.
- Documentation necessary for the Capacity Building Cell (viz. Reports, Case Studies, Success Stories etc.) Experience of having worked with vulnerable groups such as Women, Differently-abled, SC/STs and other under privileged sections) aligning all their needs for Training and Capacity Building.

Desired Competency and Attributes

- *Ability to recognise complexity, analyse and act* – Proactive in identifying issues and bottlenecks with ability to think Out of Box for innovative solutions.
- *Intensity, Integrity and Intelligence* – Willingness to travel 'extra mile' in order to work for communities with the ability to translate knowledge into purposeful action
- *Inclusive Approach* – Sensitive to needs to vulnerable and marginalized communities and including them in the development process
- *Team Player*- Thrives working in a large team with the ability to demonstrate leadership skills wherever required.
- *Integrative Skills* - Understands relevant cross-sectoral areas how they are interrelated;
- *Articulate and demonstrate clear results* – Possesses effective communication skills to deal with different stakeholders with ability to achieving objectives in challenging situations

Salary- Gross salary would be up to Rs 50,000/- per month for this position.