

# **District Manager – Jobs Placement and Skill Development**

## **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 would take steps to make skill development as an entitlement of the poor. This calls for overhaul of skill development and training systems for improving existing occupations of the poor. Strategically leveraging the indigenous knowledge and local talent of master craftsmen, community resource persons and other best practitioners would remove barriers of access to training systems and provide freedom of choice to the poor in terms of content, costs, timing and place of trainings. It would also promote a network of RSETIs in collaboration with commercial banks and leveraging technology infrastructures of Industrial Training Institutes (ITIs) and community polytechnics.

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**

Following are the indicative Duties and responsibilities of District Manager - Jobs Placement and Skill

### **Development**

- Leadership in designing and development of annual work plans, perspective plans for the district under Jobs placement and skill development component.
- Identify stakeholders to be included for Skill development training paying special emphasis to social inclusion and gender issues
- Assessing current level of skill and preference for undergoing training among stakeholders.

- Plan for specific Skill development training programmes matching the demand –supply scenario in the district.
- Successfully manage partnership and convergence with similar agencies at district level and ensure delivery of output as per schedule.
- Consultations with target stakeholders on feedback of Skill development activities in order to improve design and delivery.
- Maintain a database of target beneficiaries of job sector and rolling out/updating of Jobs MIS at District level.
- Plan and Conduct Job fairs at District level with support from DMMU so as to ensure placement of trained stakeholders.
- Promote an enabling work environment to maximise intra thematic and cross thematic exchange of ideas, plans and strategies for implementation.
- Play a lead role in cross regional knowledge sharing including learning and exposure visits, workshops and seminars and in producing knowledge products on Jobs and Skill development.
- Undertake regular reporting to SMMU in form of generating MPR's, QPR's and other relevant periodic reports.

#### **Reporting:**

The person recruited will be reporting to the **State Co-ordinator – Jobs Placement and Skill Development** for Functional reporting or any other delegated authority.

#### **Minimum Qualification and Experience**

**For Government Officials-** Candidates from Maharashtra State Services/ Banking institutions / Government departments 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//Entrepreneurship Development programmes/ Job Placement and Skill development programmes.

Relevant experience should be minimum 3 years. Relevant experience would constitute Jobs placement and Skill development activities in Rural Development/Social Mobilisation/ Poverty alleviation/Livelihoods promotion /Entrepreneurship Development programme/ Job Placement and Skill development programmes.

**For candidates from open market-** PG degree/diploma completed in Business administration or Social work or Development studies or rural development or Rural management or Agri business management or Sociology or Economics or Anthropology or Entrepreneurship Development completed 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 / Job Placement and Skill development programmes.

Relevant experience should be minimum 3 years. Relevant experience would constitute Job placement and Skill development activities in Rural Development/Social Mobilisation/ Poverty alleviation/Livelihoods promotion /Entrepreneurship Development/ Job Placement and Skill development programmes.

- Age Limit for Government Employees would not be more than 50 years as on 1<sup>st</sup>April2013
- Age Limit for open market candidates would not be more than 40 years as on 1<sup>st</sup>April2013 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 on current trends in Skill development training in relation to local context.
- Verifiable track record of training and placement of individuals from vulnerable sections of the community.
- Prior experience of engaging Training institutions /Resource persons in Skill development training and monitoring the performance of the same.

#### **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 of 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.