About Vikas Samvad Samiti

With the strategic idea to capacitate the CSOs and the Media Personnel in light of facts, evidences and developing a sense of empathy, the foundation of Vikas Samvad Samiti was laid to render a platform for the Civil Society Organizations (CSOs) as well as the Media Personnel to work on core issues of the society with a political-economic lenses while generating facts, data and evidences to be taken forward in a concerted manner. VSS has established itself as a research, documentation, capacity building and support organization to bring together the socially sensitive individuals, communicators and organized groups with a child-centric perspective. It also works for building the capacities of voluntary organizations to work in a research-based mode.

Vikas Samvad works as a rights-based research, capacity building and advocacy organization. Primarily, it focuses on advocacy and capacity building of a wide network of organizations engaged on thematic issues, including inter alia, child rights (especially nutrition, health, protection and inclusion), with a special focus on food security, poverty and empowerment of women and children. It also has been playing the supportive roles for various people’s organizations by endowing them with the requisite advocacy support and building their capacities on process documentation, publication, planning and coordination while also taking forward their constructive advocacy actions. Since the Year 2015, VSS has set itself up as the implementation organization and thereof successfully implementing programs on food and nutrition security. Currently, VSS is identified as a Resource Organization on the issues of Child Rights and Food-Nutrition Security.

Vikas Samvad Samiti is looking for young and dynamic development professionals who will be responsible for the Implementation of the Sustainable agriculture development activities and capacity building of Women & Farmers on Nutrition & sustainable agriculture Practices in the project areas of Jharkhand

About the Project: Participatory Action for Holistic Agriculture and Livelihood (PAHAL)

The project is based on the hypothesis that Agriculture-Community Leadership and Food Security status have integral linkages, but these are not reflected in Food and Livelihood Security plans. The project will demonstrate the linkages and their impact on socio-economic wellbeing of tribal and other marginalized communities in Gumla districts. The primary goal is to aggravate the best practices of agriculture, strengthen the capacity of the target beneficiaries, small, marginalized and women farmers and raise income generation activities thus securing nutrition and food security, reducing vulnerability and enhancing sustainable livelihood for the target population of proposed area. This program is supported by HDFC Bank CSR.

Framework:
The project intends to cover 4 segments –
1. Natural Resource Management: Building in the effective utilization of fallow and uncultivated land for better sustainable agriculture practices
2. Livelihood and Skill Development
3. Research, Documentation and IEC development
4. Health and Nutrition

Posting Place: District: Gumla (Jharkhand)

Working area: Palkot and Raidih block, Gumla district
Post-1: Project Coordinator

Job Title: Project Coordinator

Location: Gumla (Jharkhand)

The Project Coordinator is responsible for the development and monitoring and will have specific responsibility for the project—PAHAL.

The Project Coordinator will be based at Gumla, Jharkhand. S/he will work closely with the team at Vikas Samvad Samiti and HDFC Bank and will be required to travel frequently to project areas for monitoring and programme development.

Responsibilities –

- Strengthening the project’s sustainability and visibility and quality assurance in project implementation.
- Play a support role in executing the project activities in coordination with the team.
- Develop and strengthen relationship with key government departments to support smooth functioning of the project.
- Support to team members to develop effective communication to make the project effective, showcase its impact and challenges faced, unexpected changes taking place within the target communities etc.
- Develop training materials, module and manuals for knowledge building of field functionaries and Community Groups and conduct trainings.
- Work closely with vernacular media to spread awareness and information about the project.
- To support the staff members in engaging with local communities, youth volunteers, farmers and women, who will directly benefit through the project.
- Create evidence base of the processes, activities, changes and impact of the project interventions on regular basis with project Director.
- Quality timely compliance on periodic reporting to the VSS office, donor and local government department.
- Undertake any other duties commensurate with the grade and as communicated by Vikas Samvad Samiti.

Salary: Rs. 40000/- to 45000/- per month (subject to taxation and other deductions, as applicable) Compensations shall be based on relevant experience and qualifications.

Qualification: Postgraduate in Agricultural Sciences/Rural Management/public health/Nutrition/Social work/Social science or Equivalent in the related field.

Experience: 3-5 years’ experience in Agriculture and rural development work.

Essential Skills-

- Sound knowledge in Sustainable agricultural development Practices.
- Proficiency in Hindi and English language.
- Sound knowledge of computer especially Microsoft office and internet.
- Willing for frequent travelling.
- Willing to work with underprivileged communities.
- Excellent analytical skills and reporting skills.
- Good liaison and communication skills.
Post-2: Associate Project Coordinator (Agriculture)

Job Title: Associate Project Coordinator

Location: Gumla (Jharkhand)

The Associate Project Coordinator, will be Subject Matter Specialist for Agriculture Practices. S/he will be responsible for Implementation of the project at village level.

S/he will be based at Gumla. S/he will work closely with the team at Vikas Samvad Samiti and HDFC Bank and will be required to travel frequently to project areas for implementation and supervision of the project regularly.

Responsibilities

- Provide all required supports to team in agriculture Activities Under the Project Pahal.
- Responsible for Development of Farm School, Demonstration Plot & Seed Bank.
- Ensure timely reporting, monitoring and technical session for Agriculture activities.
- Write case studies on agriculture work.
- Introduce innovation in agriculture practices.
- Develop communication material related to agriculture, Horticulture & NRM.
- Prepare package of practices of all kharif, rabi and summer crops.
- Training and capacity building support to the field staff & farmers Group.
- Liaison with locale line department.

Salary: Rs. 30000/- to 35000/- per month (subject to taxation and other deductions, as applicable) Compensations shall be based on relevant experience and qualifications.

Qualification: Postgraduate in Agricultural Sciences/ Rural Management with agriculture background.

Experience: 3-4 years' experience in Agriculture and rural development work.

Essential Skills-

- Sound knowledge in Sustainable agricultural development Practices.
- Excellent interpersonal, written and verbal communication skills in Hindi and English.
- Sound knowledge of computer especially Microsoft office and internet.
- Willing to travel in remote field areas.
- Willing to work with underprivileged communities.
- Excellent analytical skills and reporting skills.
- Good liaison and communication skills.

Post 3: Associate Project Coordinator (Health & Nutrition)

Job Title: Associate Project Coordinator (health and nutrition)

Number of Post: 1 (Female)

Location: Gumla (Jharkhand)

The Associate Project Coordinator, will be responsible for Implementation of the project at village level.
She will be based at Gumla. She will work closely with the team at Vikas Samvad Samiti and HDFC Bank and will be required to travel frequently to project areas for implementation and supervision of the project regularly.

**Responsibilities**

- Provide technical knowledge and support under the food, Health and nutritional security aspects.
- Develop training materials, PLA module and manuals for knowledge building of field functionaries and Community Group.
- Assist in planning and implementation of activities focused on nutrition, awareness creation, training of field Staff & Volunteer.
- Monitor Nutritional Activities, PLA Session, Child growth monitoring in Project area.
- Any other task as assigned by the Project Coordinator from time to time.

**Salary:** Rs. 30000/- to 35000/- per month (subject to taxation and other deductions, as applicable) Compensations shall be based on relevant experience and qualifications.

**Qualification:** Master’s Diploma/Degree in Nutrition/Public Health or equivalent in the related field.

**Experience:** 3-4 years working experience in the relevant field.

**Essential Skills**-

- An excellent understanding of Health & Nutrition issues.
- Excellent interpersonal, written and verbal communication skills.
- Sound knowledge of computer especially Microsoft office and internet.
- Willing to travel in remote field areas.
- Willing to work with underprivileged communities.
- Excellent analytical skills and reporting skills.
- Good liaison and communication skills.

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**Post 4 : Accounts officer (Full time)**

**Job Title:** Account officer (full time)

**Number of Post:** 1

**Location:** Gumla (Jharkhand)

The Account officer, will be responsible for maintaining account system and prepare periodic financial project reports of the project.

**Responsibilities**

The Account officer will be responsible for –

- Maintain accounting records in tally ERP9, ensuring they are complete, accurate, well archived and safeguarded.
- Maintaining balance sheet, income, expenditures and all account.
- Maintaining records and tracking spends made against the expenses.
- handling petty cash and maintaining cash books and Bank.
- Calculates, prepares and issues documents related to accounts such as bills, invoices, inventory reports, account statements and other financial statements.
- Ensure all procurement processes are in compliance with VSS and our donor regulations.
- Prepare periodic reports and submit to chief functionary of VSS.
• Prepare financial project reports and UC.
• Manage Statutory or other Audits of the project.
• Ensure society work 27&28 Acts, FCRA and income tax related all legal compliances.

**Salary:** Rs. 15000/- to 20000/- per month (subject to taxation and other deductions, as applicable) Compensations shall be based on relevant experience and qualifications.

**Qualification:** B. Com/M.Com with good Knowledge of Tally ERP9 and MS office.

**Experience:** 3-4 years working experience in the relevant field.

**Essential Skills:**

- An excellent understanding of Tally ERP9
- Excellent interpersonal, written and verbal communication skills
- Sound knowledge of computer especially Microsoft office and internet
- Willing to travel in remote field areas
- Willing to work with underprivileged communities.
- Excellent analytical skills and reporting skills
- Good liaison and communication skills

**How to apply?**

- Interested candidates should send their updated resume along with cover letter.
- Clearly indicate the post applied for in the subject line of your email application.

**Please send your applications to:**

office@vssmp.org

A shortlist of potential candidates will be prepared. Before any formal association, an online personal interaction will be held with the shortlisted candidates

**Only shortlisted candidates shall be notified by us.**

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**Contact:**

**Vikas Samvad**

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Email – office@vssmp.org
Website : vssmp.org

**Last Date of Application : 20 June 2021**