



Job Announcement Form
Professional Assistance for Development Action (PRADAN)

Title of position offered	Programme Associate (Livelihoods)
Number of Vacancies	1
Roles and Responsibilities:	<ul style="list-style-type: none">• Livelihood Strategy Development & Implementation<ul style="list-style-type: none">○ Develop and document comprehensive, context-specific livelihood strategies for Extremely Vulnerable House Holds (EVHHs).○ Ensure that the strategies reflect a systemic and sustainable approach, addressing constraints at multiple levels (household, institutional, market, and policy).○ Spearhead the livelihood planning process with each EVHH• Monitoring & Technical Support<ul style="list-style-type: none">○ Set up systems to regularly monitor the progress of livelihood planning and implementation.○ Track the quality and timeliness of handholding/mentoring and technical support extended to households.○ Coordinate with domain experts to facilitate technical knowledge transfer and need-based training for team members and community resource persons.• Convergence and Institutional Collaboration<ul style="list-style-type: none">○ Forge strong partnerships with Panchayati Raj Institutions (PRIs), relevant line departments (Agriculture, Horticulture, Animal Husbandry, NRLM, MGNREGA etc.), and local institutions.○ Facilitate the convergence of government schemes and services to strengthen the support ecosystem for EVHHs.○ Support community institutions in accessing entitlements and schemes related to livelihoods.• Team Capacity and Knowledge Management<ul style="list-style-type: none">○ Anchor a livelihood vertical within the team, fostering peer learning and thematic discussions.



	<ul style="list-style-type: none"> ○ Organize regular knowledge-sharing sessions, field reviews, and capacity-building exercises. ○ Document case studies, lessons, and innovations from the field for internal and external learning. <p>• Field Engagement</p> <ul style="list-style-type: none"> ○ Maintain regular field presence in the program villages to engage with EVHHs, monitor interventions, and support team members.
Eligibility criteria	<p>Qualifications and Experience:</p> <ul style="list-style-type: none"> • MBA/PGDM/Masters or any professional degree or any higher studies in Social/Development, Business or Rural from reputed national/internation institutions such as IIM, IRMA, XIMB, IIFM with marks not less than 60% in qualifying degree, and not less than 55% in 10th, 12th, and other degrees. • Minimum work experience of 5 years in the development sector, preferably with the Government departments • Excellent interpersonal skills. • Good spoken and written communication skills in Tamil and English. • Understanding and awareness of ongoing government schemes and focus areas for rural areas/policies, etc.
Place of posting/Location	Chennai, Tamil Nadu
Proposed Salary range	Rs.75,000/- per month; negotiable
Nature of job	1-year fixed term Contract and extendable based on performance
Last date of Application	February 8, 2026
Insert Google Form link for pulling CVs	https://forms.gle/GgmHKQTcEG3QrXHY9