

Job Announcement Form
Professional Assistance for Development Action (PRADAN)

Title of position offered	Cluster Development Manager (CDM)
Number of Vacancies	1
Responsibilities:	<ul style="list-style-type: none"> • Mobilize communities and facilitate formation of Producer Groups (PGs) of women artisans; support their grooming, norm-setting, and strengthening, while promoting innovation and improving production efficiency. • Conduct workshops, trainings and exposure visits on design development, dyeing, quality control, and business skills facilitate access to relevant government schemes. • Support artisans in preparing business plans and maintaining books of accounts and records. • Facilitate establishment of looms, introduce product and process innovations, and promote diversification of crafts to cater to wider markets. • Collaborate with government departments, CSR initiatives, NGOs, and industry stakeholders for leveraging resources and achieving project outcomes • Support development of marketing channels, partnerships, and branding strategies to enhance market access and sales. • Assist in formation of Producer Companies (PCs) of artisans; support project impact assessment and reporting processes. • Facilitate participation of artisans in exhibitions and craft melas to showcase products and engage with markets and stakeholders. • Participate in relevant forums and platforms related to the thematic area. • Provide ongoing support to the team in achieving project objectives and goals. • Undertake any other project-related responsibilities as assigned by the team.
Eligibility criteria & Skills and Competencies	<p>Qualification and Experience:</p> <ul style="list-style-type: none"> • Bachelor’s degree from NIFT or a relevant design background. • 0-2 years of relevant experience of promoting and nurturing craft cluster <p>Skills and Competencies:</p>

	<ul style="list-style-type: none"> • Strong understanding of cluster development and women-led livelihood promotion. • Proven experience in mobilizing and strengthening women artisan groups. • Demonstrated skills in capacity building, product development, and quality improvement. • Ability to develop market linkages and support branding, packaging, and sales strategies. • Strong planning, coordination, and stakeholder management skills (government, CSR, NGOs). • Proficiency in documentation, reporting, and monitoring of project activities. • Good understanding of costing, pricing, and basic business planning. • Proficient in MS Office (Word, Excel, PowerPoint). • Strong communication, time management, and team coordination abilities. • Willingness to work in remote village settings, particularly in Kishanganj. • Ability to ride a bike/two-wheeler. • Proficiency in Hindi and English.
Place of posting/Location	Bahadurganj, Kishanganj, Bihar
Proposed Salary range	INR 40,000 – INR 50,000 per month; based on experience and qualification. As per PRADAN pay structure.
Nature of job	One-year fixed term contract and extendable based on performance and project continuity.
Last date of Application	20 th April 2026
Queries	Write to kishanganj@pradan.net for any queries
Preference	<ul style="list-style-type: none"> • Candidates who are willing to work at the block level in remote village setting are strongly encouraged to apply. Proficiency in English will be an added advantage. • The role requires frequent travel to villages. Preference will be given to candidates who can drive a two-wheeler and should have a valid driving license.
Link to apply for the position	https://docs.google.com/forms/d/17fDu0DVX3t0WKzFaZ5vRo5ZMB-ph_ZWHitjEL3Nwgm/edit