

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"> • Identify, mobilise, and engage women artisans across targeted clusters, ensuring inclusion and participation of marginalised and vulnerable groups. • Facilitate the formation and strengthening of craft-based Producer Groups (PGs) and support their federation into Producer Company (PC). • Support Producer Company in developing business plans, operational systems, and sustainable enterprise strategies. • Organise exposure visits and learning exchanges for PG and PC members to successful artisan collectives and enterprises. • Develop training modules and facilitate workshops and capacity-building sessions on design development, leadership, governance, financial literacy, and enterprise management. • Strengthen governance systems of the Producer Company and ensure compliance with all statutory, regulatory, and organisational requirements. • Facilitate market linkages by connecting the Producer Groups and the Producer Company with buyers, market platforms, government schemes, and relevant stakeholders. • Support the Producer Company in accessing credit, raw materials, technical support, and other enterprise development services. • Provide continuous handholding support to the PGs and the PC through regular field engagement to strengthen institutional sustainability and business performance. • Ensure timely documentation, reporting, and sharing of progress, challenges, and best practices related to collective and enterprise development activities. • Undertake any other work as assigned by the project team
Eligibility criteria & Skills and Competencies	<p>Education:</p> <ul style="list-style-type: none"> • Bachelor’s degree in Design, Fashion Design, Textile Design, Product Design, or a related field from a recognized institution or • Masters in development studies or any relevant educational back ground <p>Experience:</p> <ul style="list-style-type: none"> • 1-2 years of experience in working with artisans for craft cluster development or • 1-2 years of experience in community mobilization, craft cooperative development, or livelihoods projects • Freshers can also apply <p>Skills and Competencies:</p> <ul style="list-style-type: none"> • Strong facilitation, organizational development, and governance expertise • Ability to work in a team setup

	<ul style="list-style-type: none"> • Proficient at prioritizing task & deliverables. • Excellent time management and organizational skills. • Good Writing, analytical & communication skills. • Developing different design for the women artisans for their product development • The role requires regular travel to villages and field locations; therefore, willingness and readiness for extensive field visits is mandatory. • Ability to ride a two-wheeler and possession of a valid driving licence will be preferred.
Place of posting/Location	Jaykaypur, Odisha (Kapadaganda craft cluster for Dongaria Kondh PVTG community at Rayagada)
Proposed Salary range	INR 40,000 to 45,000 per month CTC based on qualification and experience (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	25 th May, 2026
For any queries write to	jaykaypur@pradan.net
Preference	<ul style="list-style-type: none"> • 1–2 years of experience working with rural artisans, collectives, or community-based enterprises will be preferred. • Proficiency in speaking Odia is desirable for effective community engagement and coordination. • Motivated and willing to work extensively in rural areas and closely with community institutions.
Google Form link to apply for the position	https://forms.gle/3GNrJ3kYnXnNCerZ7