

Job Announcement Form
Professional Assistance for Development Action (PRADAN)

Title of position offered	Subject Matter Specialist (NTFP Expert)
Number of Vacancies	1
Responsibilities:	• Ensure the implementation of NTFP-based livelihood interventions through a community institution-led approach, ensuring alignment with project objectives, timelines, and deliverables. • Develop work plans, track activities, identify gaps, and undertake necessary actions to achieve programme outcomes in coordination with the team and under the guidance of the project leadership. • Strengthen and support primary collector groups, producer collectives, SHGs, CLFs, and community institutions to enhance NTFP-based livelihoods, with special focus on inclusion of ultra-poor and vulnerable households. • Facilitate aggregation, value addition, processing, storage, packaging, branding, and marketing of key Non-Timber Forest Produce (NTFP) commodities to improve incomes of producer households. • Promote sustainable harvesting practices and ensure adherence to quality standards and regulatory requirements for NTFP collection, processing, and marketing. • Facilitate convergence and coordination with Forest Department, Tribal Development Department, Maharashtra State Rural Livelihood Mission (MSRLM), TRIFED, Van Dhan Vikas Kendras, and other partner institutions at GP and block level. • Build and strengthen support systems and enterprises related to NTFP value chains, including input supply, processing infrastructure, aggregation mechanisms, market intelligence, and market linkages. • Strengthen forward and backward linkages with buyers, traders, producer companies, FPOs, and other market actors to develop sustainable NTFP value chains. • Support development, piloting, replication, and scaling of NTFP-based prototypes and enterprises, including identification of gaps, piloting innovations, and documentation of best practices. • Identify, train, mentor, and monitor community cadres, entrepreneurs, and value chain facilitators, ensuring their capacity building and performance management based on defined parameters. • Facilitate community-level activity planning and household-level intervention tracking systems through regular engagement with community institutions and cadres. • Provide technical training, handholding support, and capacity building to NTFP collectors, entrepreneurs, producer groups, and institution leaders on sustainable harvesting, primary processing, grading, value addition, and enterprise management. • Promote entrepreneurship and strengthen community-owned enterprises and producer institutions for long-term sustainability.

	• Plan, monitor, and track both quantitative and qualitative progress of field interventions and community engagement activities. • Ensure timely documentation, reporting, field observations, and submission of monitoring reports. • Develop knowledge products, training modules, toolkits, case studies, and learning materials to strengthen programme outcomes and facilitate scaling. • Support field studies, piloting, innovations, and documentation of best practices to strengthen NTFP-based livelihood models. • Promote gender sensitivity and ensure proactive participation and leadership of women across all project activities and institutions. • Undertake any other responsibilities related to project implementation and management as assigned by the Reporting Person and Project Team.
Eligibility criteria & Skills and Competencies	Qualifications and Experience: • Bachelor's or Master's degree in Forestry, Agriculture, Rural Development, Tribal Development, Agri-Business Management, Natural Resource Management, or related disciplines from a recognized institution or university. • Minimum of 2 years of relevant work experience in NTFP value chains, forest-based livelihoods, producer collectives, FPOs, tribal livelihoods or rural enterprise development. Skills and Competencies: • Proven ability in community mobilization and strengthening community-based institutions and producer collectives. • Good understanding of NTFP collection, grading, processing, value addition, enterprise development and marketing systems. • Experience in working with tribal communities and forest-dependent households. • Knowledge of sustainable harvesting practices and relevant government schemes and institutions related to NTFP and tribal livelihoods. • Strong planning, organizational, and analytical skills. • Ability to prioritize tasks and manage deliverables effectively under field conditions. • High level of motivation with a strong commitment to continuous learning and performance improvement. • Excellent teamwork and interpersonal skills. • Good writing, documentation, and communication skills. • Willingness to travel regularly to villages and field locations. • Possession of a two-wheeler is mandatory for field mobility.

Place of posting/Location	Aheri block of Gadchiroli district, Maharashtra
Proposed Salary range	INR 5.0-6.0 lakhs CTC per annum based on qualification and experience (As per PRADAN pay structure for FTEs)
Nature of job	One-year fixed term contract and extendable based on performance and project continuity.
Last date of Application	18th July 2026
Queries	Write to gadchiroli@pradan.net for any queries
Preference	• Candidates who are fluent in the local language (Marathi), particularly in the Gadchiroli region and are willing to work at the block level are strongly encouraged to apply. Proficiency in Hindi will be an added advantage. • The role requires frequent travel to villages. Preference will be given to candidates who can drive a two-wheeler.
Link to apply for the position	https://forms.gle/UL7JDCWNLUyWghAx6