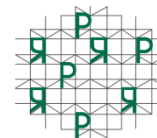


Job Announcement Form  
Professional Assistance for Development Action (PRADAN)

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| Title of position offered           | Livelihood Coordinator                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Number of Vacancies                 | 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Roles and Responsibilities:         | <ul style="list-style-type: none"> <li>• Support the district unit of Rajasthan State Rural Livelihoods Mission (Rajeevika) in implementing and achieving programme activities and objectives respectively.</li> <li>• Coordinate and strengthen women's collectives by facilitating livelihood promotion activities integrated with livelihood asset creation interventions.</li> <li>• Plan and facilitate capacity-building programmes for women's collectives, community cadres, field staff, and other stakeholders, while providing regular field-based handholding support.</li> <li>• Establish and demonstrate sustainable livelihood models within Cluster Level Federation (CLF) areas in collaboration with Rajeevika and CLF staff.</li> <li>• Promote convergence with government schemes with community institutions for effective implementation of project activities.</li> <li>• Prepare monthly work plans, progress reports, and project documentation in alignment with the district annual action plan, and ensure timely collection, analysis, and reporting of project data.</li> <li>• Document field learnings, best practices, and success stories to support programme improvement and evidence-based decision-making.</li> <li>• Undertake any other responsibilities assigned to strengthen community institutions, women's collectives, and sustainable livelihood initiatives.</li> </ul> |
| Eligibility criteria                | <b>Qualifications and Experience:</b> <ul style="list-style-type: none"> <li>• Full-time degree in Agriculture/Horticulture/Livestock/ Agriculture Engineering or related fields</li> <li>• Experience: At least 2 years' work experience in social/ aligned theme</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Skills and Competencies             | <b>Required Skills and Competencies:</b> <ul style="list-style-type: none"> <li>• Strong communication and interpersonal skills.</li> <li>• Good facilitation skills for working with community groups, women's collectives, and other community institutions.</li> <li>• Proficiency in written and spoken Hindi and English.</li> <li>• Good working knowledge of computers, including MS Office (Excel, Word, and PowerPoint) and email communication.</li> <li>• Ability and willingness to work in remote rural areas and engage closely with rural communities through participatory approaches.</li> <li>• Comfortable with extensive field travel and working in challenging rural environments.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Place of posting/Location           | Udaipur, Sirohi, Rajsamand, Dungurpur, Salumber, Partapgarh, Pali and Alwar districts, Rajasthan                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Proposed Salary range               | INR 4.5 lakh to 6 lakh CTC per annum based on qualification and experience (As per PRADAN pay structure for FTEs)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Nature of job                       | Fixed Term Contract and extendable based on experience and qualification                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Last date of Application            | 9 <sup>th</sup> August, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| For any queries write to (email ID) | <a href="mailto:udaipur@pradan.net">udaipur@pradan.net</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |



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|--------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Preference                                 | <ul style="list-style-type: none"><li>• Experience of working in social sector on specific themes- Collectives, farm-based livelihood and value chain development</li><li>• Age max. up to 35 years</li></ul> |
| Google Form link to apply for the position | <a href="https://docs.google.com/forms/d/1SBtHqn4qJd6oWcnDzleBPKSFuH-9AdsOUvs0clc8G18/edit">https://docs.google.com/forms/d/1SBtHqn4qJd6oWcnDzleBPKSFuH-9AdsOUvs0clc8G18/edit</a>                             |