



Job description: Programme Manager, Urmul Trust

About URMUL (www.urmul.org)

With an undying faith in people's capacities and their understanding of progress and development, Urmul has been innovating means and ways of redefining survival and its realities in the desert. The focus is on the vulnerable and marginal sections of the society- women and children. Through health, livelihoods, education, governance and advocacy interventions, Urmul has been actively working in the desert since 1987. Following a decentralised approach- more than eight organisations have now off-shot in different areas in the region, thematically specializing in their activities, with a common and unifying agenda- adaptive and deep-rooted development

Key Themes/ interventions at URMUL, currently, are:

- Health and sanitation
- Livelihood- Strengthening marginalised, the vulnerable section of the society
- Education - child rights, empowering women.
- Governance and advocacy
- Facilitating pastoralist- the camel partnership
- Community development - alternative livelihood opportunity, Self-help Groups(SHG)
- Empowering local artisans- crafts training, capacity building
- Farmer communities: seed bank, organic farming

INTRODUCTION

The Urmul Crafts Programme is a unique model which finds a unique balance between social work and social entrepreneurship. Two major aspects of the programme are Community mobilisation and organised business to provide immediate livelihood to the local artisans, mobilised through the community intervention.

As part of this crafts programme, we work with various craft collectives who further work on ground with artisan communities. Our role is to provide mentoring and support services to help the collectives adapt with times, grow and achieve maximum benefit for their beneficiaries.

To achieve this, we are setting up a **Rural Crafts Incubation Hub**, which is aimed to provide mentoring, handholding, consultancy and business development support to the rural collectives spread across Rajasthan. Through this JD, Urmul Trust, seeks a young passionate person to steer this effort and add value to the work we do.

**Job posting:**

Programme Manager – Communities

Core Responsibilities:

- Need assessment, mobilization and organisation of community groups and collectives for implementation of the programme
- Designing and implementing implementation plans and strategies to promote the attainment of goals
- Design processes for achieving maximum ground impact and optimise team productivity.
- Build, strengthen and manage partnerships with governments, key partners, institutions and stakeholders;

Job brief:

We are looking for an experienced Programme Manager – Communities to lead the community intervention for the crafts programme. You will be responsible for ensuring ground impact by designing implementation methodologies, regular monitoring of the work and identifying trends basis the ground data / reports.

The ideal candidate should have an understanding of working with communities, an innovative approach, ability to read ground data and steer a robust team to ensure good implementation. A competent leader able to provide guidance that enhances performance in a manner which incorporates the organisation's vision and culture.

The goal will be to develop community interventions aimed at driving sustainable development and long-term success.

Role:

- Responsible for developing ground operations, processes and implementation of programme
- Responsible to map the territory of the clusters, Panchayat, villages and vulnerable households the needing support.
- Liaison with Panchayat, Local entities, communities, schools, District & Taluka administration, government institutions / authorities
- Team management, and making sure all Team members comply with the Organisation policies
- Ensure efficient communication within the Team
- Plan capacity building programs / trainings for the team members
- Preparing Annual Action Plan
- Follow ups on schedule / updates and checks on progress and performance of the team
- Overall managing and overseeing team's time, personnel, and resources
- Records / Report Writing and data management
- Monitoring and Controlling Project outcome
- Feedback and Review
- Handle budget related issues
- Handle all accounts and finance matters
- Reporting expenses
- Gather, analyze and interpret external and internal data and write reports



Requirements:

- Proven experience in development sector or relevant role
- Excellent organizational and leadership skills
- Outstanding communication and interpersonal abilities
- Thorough understanding of diverse business processes and strategy development
- Excellent knowledge of MS Office, databases and information systems
- Good understanding of research methods and data analysis techniques
- Relevant degree in Business Management or relevant field; will be a plus

Compensation:

CTC Upto 5.4 lacs per annum

Send in your CVs/Resume to:

Prerna Agarwal

Manager - Programmes

email: kc@urmul.org