

JOB DESCRIPTION

Job Title: Block Coordinator (2 Positions)

Location: Odisha

Qualifications:

- Bachelor's degree in Agriculture, Rural Development, Rural Management, or a related field.

Experience:

- Minimum 1+ years of experience working on community-based or agricultural development projects, particularly at the block level.

Job Responsibilities

1. Project Monitoring and Implementation:

- Oversee the implementation of all project activities within the assigned block.
- Develop and execute monthly and annual work plans for the block, ensuring alignment with project goals.

2. Community Engagement:

- Identify and engage key community stakeholders to foster collaboration.
- Mobilize community resources and establish networks with government health departments and welfare schemes to support vulnerable and needy families.

3. Farmer and Entrepreneur Support:

- Identify progressive farmers and potential micro-entrepreneurs, offering guidance and support to enhance their livelihoods.
- Facilitate enrollment of youth, women, and farmers in relevant government schemes.

4. Stakeholder Supervision and Coordination:

- Provide supervision and support to ASHAs, ANMs, AWWs, Krushi Mitras, Krushak Saathis, and Pani Panchayats for effective program implementation.
- Coordinate with local stakeholders to plan and execute program activities in the block.

5. Capacity Building:

- Develop and maintain a training calendar for stakeholders.
- Organize and execute training sessions to build capacity and knowledge among community members and project staff.

6. Reporting and Documentation:

- Prepare regular reports, including monthly and activity-specific documentation.
- Maintain accurate records of program activities, ensuring data collation and quality implementation at the block level.

Skills and Competencies:

- Strong project planning and organizational skills.
- Knowledge of government schemes and welfare programs.
- Excellent community mobilization and stakeholder management abilities.
- Effective communication and reporting skills.
- Proficiency in documentation and data management.

Why Join Us?

As a Block Coordinator at Mahashakti Foundation, you will play a pivotal role in driving community empowerment and sustainable development at the grassroots level. This is an opportunity to contribute to meaningful change while building your professional expertise.

How to Apply:

Interested candidates can send their CVs to [headhr@mahashaktiindia.org, and hr@mahashaktiindia.org] with the subject line **Block Coordinator** Application.