

Recruitment for the post of Centre Manager

About SeSTA:

Seven Sisters Development Assistance (SeSTA) is a professionally managed and field-based rural development organization in NE India, currently working in Assam, Meghalaya and Tripura. The mission of SeSTA is to catalyze inclusive and sustainable development in NE India by building capabilities of rural people. Our work involves creating livelihoods for the rural poor in agriculture, natural resource management, and livestock by mobilizing poor disadvantaged women into self help groups (SHG). For more information kindly visit www.sesta.org or Facebook page of Seven Sisters Development Assistance (SeSTA).

Name of Post: Centre Manager (Contractual)

Age Limit: The age limit for applying is 32 years

Place of Posting: South West Garo Hills and Ri-Bhoi district of Meghalaya

Eligibility: We are looking for passionate young persons who have an urge to work for rural disadvantaged communities to bring meaningful changes in their lives, with minimum 16 years of education with a professional degree like B.Sc(Agri), B.VSc, B.FSc, B.E., B.Tech etc or with a postgraduate degree (M.A., M.Sc, M.Com, M.S.W, MBA, M.C.A etc), having at least 50 % marks (45% for SC/ST) in last qualifying exam with minimum **5 years of relevant* experience** in rural development sector. Women candidates and individual from LGBTQ community are encouraged to apply.

*Relevant Experience: S/he must have experience of working in rural communities in the livelihood sector implementing livelihood activities related to Agriculture, Horticulture, Fishery, Livestock etc through Self Help Groups (SHGs) and its associated tiers along with Business Planning and entrepreneurship development. Experience of working in Value Chains and Producer Collectives will also be considered. S/he must have supervisory level of experience, understanding of project management and meeting deadlines.

Other Requirement- Candidates must be well versed in Garo and Khasi Language (Speaking, Reading and writing)

Salary/Pay: Fixed Salary will be approximately Rs. 30,000/- per month.

Last date of application : 17th November -2021.

Nature of job:

The job will be a field-based work and will need extensive travelling to rural areas and implementation of different livelihood activities and projects in the project areas at field. S/he will have to facilitate the rural communities visualize, plan and implement different activities and also guide expansion strategies and initiatives along with review of operations in each of the Blocks/Function s/he is in-charge of.

Specific Deliverables-

- Conduct regular field visits and provide handholding, support and mentoring individual/ producer groups/cooperative in managing financial issues relating to enterprises.
- Facilitation between the individual/ producer groups/ cooperative etc and the mainstream financial institutions for availing of financial services.
- Coordination with different partners and stakeholders for ensuring the availability of financial/credit services from mainstream financial institutions.
- Preparation of business plans for availing financial services from mainstream financial institutions.
- Overall supervision of activities of the Growth Hub project
- Planning
- Ensuring timelines as per plan
- Coordinate with the district unit of Meghalaya Basin Management Agency (MBMA) and timely reporting of activities
- Implement interventions related to products in coordination with the district and state unit of Meghalaya Basin Management Agency (MBMA).

SeSTA strives to create an environment which is healthy, safe, productive and free from discrimination and harassment. SeSTA believes that all employees have the right to be treated with dignity and respect.

In accordance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, and the Rules framed thereunder, SeSTA has framed and implements Policy on the Prevention of Sexual Harassment within the organization.