

## Seven Sisters Development Assistance (SeSTA)

### About-SeSTA

Seven Sisters Development Assistance (SeSTA) [www.sesta.org](http://www.sesta.org) is a professionally managed, non-governmental, not-for-profit organization initiated by a group of young professionals engaged in different parts of North-East India. The name SeSTA is pronounced 'Chesta' and means 'Effort' in Assamese. It was begun with the idea of enhancing the capabilities of vulnerable communities by creating a just and equitable society devoid of poverty and identity-related crises, and by promoting and strengthening institutions in the north-eastern region of India. SeSTA's mission is to catalyse inclusive and sustainable development in the North-East region of India by enhancing the capabilities of the rural communities.

**Name of the Post:** Executive (Convergence Cell)

**Total Number of Posts:** 2

### Qualities we are looking for:

- Individuals who are passionate and emotionally connected to the issues related to farmers, food, environment, livelihood, who have the sensitivity, empathy and desire to work for addressing various inequities in the society;
- Individuals who want to traverse an unbeaten path, have the perseverance to stay and work in remote and challenging environment and sacrifice little comforts
- Individuals who would like to work in a start-up like environment, who are proactive, self-driven and have ability to work independently, handle multiple roles and cope up with the ambiguity
- Individuals who can commit at least few years of their life, who want to get immersed in the field, work hands-on, take ownership and build something tangible

### Eligibility:

A professional degree/Post graduate degree having minimum two years of relevant experience and 50 % marks (45% for SC/ST and OBC) in last qualifying exam. Women candidates are encouraged to apply. Candidates without relevant experience will not be considered.

**Age Limit:** The age limit for applying is 32 years.

**Experience required:** Minimum 2 years of working experience in the MGREGS related work

**Salary/Pay:** Rs 32,600 per month as per years of relevant experience

### Roles and Responsibilities:

- Intensively engage with District administration, Zilla Parishad, DRDA, Blocks, VDCs/GPs for ensuring convergence MGNREGS and accessing various schemes, rights and entitlements, leverage of funds for livelihoods assets creation under MGNREGS by rural communities in operational areas of Partners CSOs.
- Engage in building capacities of the various stakeholders of MGNREGS like PRI representatives, frontline functionaries, partner CSOs in GPDP, convergence etc. through trainings, development of resource material, circulation of relevant information, influencing at various levels.

- Provide thematic support to the various stakeholders of the blocks such as local administration, Panchayat, community institutions like SHGs, VOs, PGs, FPC, in decentralized participatory planning process and accessing various schemes and entitlements
- Support field professionals of CSOs in creating individual livelihood assets by leveraging funds from MGNREGS, developing models in livelihoods assets creation in identified blocks to influence the Government agencies & PRIs.
- Make regular field visits (**Monthly at least 80% field visit**) to blocks /district to understand the status of implementation of MGNREGS & entitlements provide on-field support field teams.
- Implementation, overseeing & monitoring of access of various schemes and Entitlements in respective districts/blocks through engaging with PRIs and women Collectives
- Mapping of eligibility of various entitlements of SHG members through APP based tool and facilitating submission of applications for different schemes.
- Assisting the Community Institutions like VOs, SHGs, Sub committees in creating awareness around various schemes/entitlements and also helping them fill and submit applications of various schemes and entitlements.
- Training of Rights Cadre (*Adhikaar Sakhis*) in their selection, planning, implementation of tasks, payment through women collectives
- Train and provide handholding support to field functionaries of CSOs during estimation, implementation and closure of IBS schemes and other schemes under MGNREGS in selected blocks.
- Provide technical support to the various stakeholders of the GPs, blocks such as AE, JE during estimation of Individual beneficiaries' schemes under MGNREGS.
- Provided technical guidance to the community institution, PRIs for selection of technically viable schemes under MGNREGS preparation of GPDP plan.
- Prepare technical work plan for sanction of the schemes under MGNREGS.
- Intensively engage with Assistant Engineers, block engineers, GP level Accredited Engineers for timely submission of estimate of the schemes & technical approval of the schemes of IBS under MGNREGS at all level in operational areas of Partners CSOs.
- Online Projections of Schemes, Technical Estimates, Technical Sanction (TS), Administrative Sanction(AS) in NREGA Online Portal
- Regularly writing of success stories and case studies from the field
- Any other relevant task assigned by the organization.

### **Selection Criteria**

- **Written Test**
- **Group Discussion**
- **Personal Interview**
- **Rural Stay Test (RST)**

**Last Date for Application:** 12<sup>th</sup> June, 2022

**Date of Selection:** Will be intimated to the shortlisted candidates by phone or mail.

**For Application:** Send your CV to [recruitment@sesta.org](mailto:recruitment@sesta.org)