

**INDO GLOBAL SOCIAL SERVICE SOCIETY**  
**HDFC PARIVARTAN**

**Number of Position:** 01

**Position:** Agriculture Expert

**Location:** Khandwa, Madhya Pradesh

**Nature of Job:** Technical (Require expertise in the field of agriculture and enterprise/SHG set-up)

**Organization Overview:**

Indo-Global Social Service Society (IGSSS) is a non-profit organisation working with the mandate for a humane social order based on truth, justice, freedom and equity. Established in 1960, IGSSS works for development, capacity building and enlightenment of the vulnerable communities across the country for their effective participation in development.

IGSSS implements and support quality development programmes in 22 States and 1 Union Territory in India to empower individuals and communities. Through its programmes on Sustainable Livelihood, Disaster Risk Reduction, Gender Equality, Urban Poverty Reduction and Youth Development, IGSSS has reached out to more than One Lakh families every year. The programmes at IGSSS are targeted towards the poor, marginalized and vulnerable sections of the society with special emphasis on women and children.

**Project Overview:**

**Goal of the Project:** Creating nutrition-based livelihood options and economy growth of 1000 farmers in 28 village of Khalwa and Pandhana block, Khandwad district of Madhya Pradesh through farmers' led climate smart business enterprises promoting moringa based products.

**Geographical Location:** 30 villages of Khalwa & Pandhana blocks of Khandwa districts to understand the scope, opportunity, climate, skills and interest for collective production and marketing of moringa products by local farmers.

The Expert in Agriculture will look after the day to day implementation support to the ground team, facilitating the knowledge and components of the programme to the target beneficiaries during the meetings, trainings and demonstrations.

She/he shall be fully responsible for delivering the quality aspects of the programmatic intervention at village level in line of support from the Project Manager.

**Roles & Responsibilities:**

**Technical Support**

- Provide expert knowledge to the farmers and SHG members on agricultural and enterprise related activities.
- Develop business plan of the SHGs and enterprises.
- Supervise and Support field staff and volunteers in conducting meetings, workshops, orientations, demonstrations etc at village level on day to day basis.
- Ensure active participation of village level bodies developed during the programme tenure in the block and district level consultation and workshops.
- Establish a close coordination and rapport with different line departments and create a coordinated channel of convergence for SHGs and enterprises.

- Provide training farmers and project staff in agriculture-based measures and quality practices.
- Promote Agriculture producer groups and collectives.
- Work with the Line-Supervisor, in developing and maintaining the operational framework.

#### **Project Planning, Supervision and Documentation**

- Ensure periodic updates and adjustments in the proposed action plans for the programmatic interventions.
- Work closely with implementation staff, ensuring the expected quality outputs as the programme deliverables.
- Ensure documentation and submission of field reports to Project Manager.
- Ensure management and submission of data and other reports as and when needed.
- Periodic Monitoring of Programme Progress and provides inputs to the assigned staff, if necessary seek inputs from the line supervisor and thematic experts.
- Ensure submission on Internal Progress and MIS Updates as per the programme timelines.
- Ensure utmost adherence of the organization policies and guidelines while implementation of any activity.
- Ensure that all the programmatic activities in the district are implemented as per the approved timelines ensuring the quality.
- Ensuring proactive visibility on organization social media handles through regular updates on programmatic interventions and their initial impacts/outputs.
- Any other work related to project, assigned by the reporting officer.

#### **Qualification & Experience:**

- Graduate/Postgraduate with a degree from recognized university in Agriculture and Agriculture Business Management or allied subjects.
- Minimum 03-05 years of experience in the field of development sector and preferably in the field of enterprises development and agriculture.
- Experience of working with different enterprises and possess knowledge on end to end planning and other required process of an enterprise.
- Possess knowledge about enrollment of SHGs and enterprise groups in different government schemes.
- Knowledge and experience on building effective linkages with different line departments.
- Knowledge and experience on community
- Experience in Handling Field Teams of 05 – 10 people.
- Adequate in Computer Operations –Operating Microsoft Office Applications, Internet, proficient Digital Platforms and applications.
- Strong interpersonal skills and ability to build relationships with stakeholders.

**Remuneration / Package / Benefits:** Maximum limit Rs. 45,000/- per month CTO based on experience and overall fit including PF as per law. In addition - range of benefits including medical insurance, personal accident insurance, and opportunities for further personal development.

We are equal opportunity employer, Women and Transgender are encouraged to apply. Application Process: Interested candidates, please email the following to [hr@igsss.net](mailto:hr@igsss.net) mentioning the position name. Last date of Submission 12 Oct 2023

1. Latest updated CV
2. Details of 2 references with full contact details
3. Cover letter
4. Expected Salary & Joining date

Only shortlisted candidates will be contacted for Interviews.