

Bharat Rural Livelihoods Foundation

Job Description – Consultant, Capacity Building

Position: Consultant – Capacity Building

Location: Delhi

Number of Positions: One

Reports To: Head – Research, MEL & CB/ Mentor

Nature of Employment: Full-time consultant

About BRLF

The Ministry of Rural Development set up Bharat Rural Livelihoods Foundation (BRLF), Government of India (GOI), as an independent organization under the Societies Registration Act to facilitate civil society action in partnership with the State and Central Governments to transform the livelihoods and lives of rural households, with an emphasis on women, particularly in the Central Indian Tribal Region.

BRLF is a unique and first-of-its-kind initiative. The Foundation is a partnership between the government, on the one hand, and private sector philanthropies, as well as public and private sector undertakings (under Corporate Social Responsibility). Major functions of BRLF are fostering strategic partnerships with state govt for improving program outcomes, providing financial grants to Civil Society Organizations (CSOs) to meet their human resource and institutional costs for up-scaling of proven interventions, investing in institutional strengthening of smaller CSOs, capacity building of professional human resources working at the grassroots, and to create a knowledge Hub for the sector.

For more details, please visit BRLF's website <http://www.brif.in>.

Position Purpose

One of BRLF's key mandates is to address the capacity-building challenge for institutions and rural professionals for robust on-ground interventions in the sector through an outcome-based lens in the Central Indian Tribal belt. Towards this end, the capacity-building vertical of BRLF seeks to engage positively with aspiring and existing cadres of social sector professionals, CSOs, and government institutions undertaking various rural livelihood interventions on the ground.

Our initiative to nurture the capacities of young professionals addresses the capacity-building challenge of functionaries of NGOs, government institutions and missions, community-based organizations (SHG, FPOs), and PRIs. Our initiatives focus on aspirants who belong to ST, de-notified tribes and nomadic tribes from the Central Indian tribal belt and North-east India, where BRLF is currently supporting on-ground interventions in Natural Resource Management and Rural Livelihoods. BRLF is currently engaged in a series of capacity-building initiatives on rural livelihoods, designed according to the emerging needs of the key stakeholder groups we work with. Long-term work on entitlements, social security, and livelihoods also requires strong local governance institutions. Towards this end, BRLF intends to institutionalize learning initiatives for Frontline functionaries, CSO staff and leaders in collaboration with State and Central Governments.

Strengthening the capacities of CSOs to become stronger institutions with strong governance, systems, and accountability mechanisms, strong result orientation, and the ability to partner with Governments is an important mandate for BRLF. Within this, strengthening community-based organizations is an area of focus for the Capacity-Building work at the foundation.

Role and Responsibility:

As Consultant-Capacity Building, your role will be to effectively manage and facilitate all key initiatives of the CB vertical, including University partnership programmes, State partnership initiatives for capacity building and the digitally enabled learning infrastructure that facilitates seamless learning and action amongst all participants of BRLF CB initiatives. You will also be closely working with Mentor of BRLF, for the BRLF-SNU partnership project. As per the need, the candidate may have to be present at the SNU campus for 10 to 15 days a month. Roles specific to SNU will involve student facilitation; support to faculty members of the MA-RM programme; lead generation, counselling and mobilization of candidates during the admission phase; and, management of scholarship/ stipend disbursement

You are expected to ensure that BRLF mandates and principles of excellence, equity and accountability are reflected in the execution of all key initiatives of the BRLF CB vertical.

Your key responsibilities associated with the role shall be,

- Management and facilitation of existing offerings of BRLF CB vertical in partnership with universities.
- Development of context-relevant, high-quality learning modules in rural livelihoods, institution building and leadership for CSO functionaries, young aspirants and rural professionals engaged in enhancing sustainable livelihood opportunities for tribal and vulnerable communities in India.
- Development of tailored capacity support plans for specific participant groups; preparation and update of the curriculum and handbooks/ manuals of various CB initiatives.
- Ensure appropriate quality control mechanisms for designing and implementing successful BRLF CB initiatives.
- Assist in developing suitable partnerships with universities, other training and educational institutions, NGOs, and corporate sector efforts to co-learn, scale up, and draw on their domain expertise and knowledge.
- Ensure coordination, preparation, and timely delivery of training activities and schedules for each year in consultation with the head of the CB vertical.
- Anchor development and execution of capacity-building strategies for BRLF's partner CSOs.
- Explore partnerships with course accreditation agencies to obtain accreditation for various capacity-building courses and programs as and when needed.
- Support setting up of digital platforms, process flow systems and infrastructure for blended learning.
- Coordinate ICT and e-interface for participants to create a community of practice with the possibility of continuous learning in between classrooms and after the course itself.
- Monitor and review the impact of capacity-building initiatives, monthly and quarterly reporting with real-time tracking of project progress, and documentation/ dissemination of lessons learned amongst all key stakeholders identified in consultation with the Head of the CB vertical.
- Development of knowledge pieces, report briefings and other collaterals that emerge from/for the CB programme.

- Work towards the sustainability of various program offerings; support budget development and fundraising for the various capacity-building programs; track expenditures; and assist in monitoring the program's financial health.
- Recommend and support the development of new program strategies or products that reflect BRLF's strategic vision and goals.
- Support the Cultivation of strategic relationships with various government institutions, funding agencies, corporate groups, key donors, and private sector entities for the smooth implementation and resourcing of various project activities and synergy with larger national and state government programmes and directions.
- Assist in designing and implementing Capacity-Building events, seminars, trainings, and workshops on key themes of rural livelihoods, sustainability, and tribal development.
- Represent BRLF's interests to the public and to professional counterparts through meetings, conferences, and presentations.
- Create and foster a reputation of quality and performance with collaborating institutions.

Educational Qualification & Experience

As a consultant - Capacity Building, you will...

- Possess a postgraduate degree or PhD in Social Sciences, Development Studies, NRM, Social Work, Business Management, Sustainable Development, or any other related field from a reputed institution that is directly relevant to the job profile.
- Minimum 6 years of relevant work experience
- Ability to design and execute capacity-building strategies based on clear needs identification and understanding of the operating context,
- Demonstrable experience of working with government/academic institution/ civil society organizations for capacity building of CSOs, Governments and other stakeholders.
- Have sound knowledge of principles and practices related to tribal development, sustainable livelihoods, education, and nutrition in rural India.
- Have excellent communication skills in English and Hindi
- Have excellent interpersonal, coordination and networking skills coupled with the ability to build strong and lasting relationships with stakeholders.
- Have a good understanding and knowledge of the requirements of the capacity-building program and with proven experience in Curriculum planning, pedagogy design and implementation.
- Have experience in developing and managing programmes and budgets and training interventions with community representatives, youth, CSO/CBO members, and/or government functionaries.
- Knowledge of Microsoft Office and Windows-based computer applications and database management is essential.
- be familiar with existing skill development programmes offered in India by multiple institutions across the country for different target groups.

Skills & Competencies

As Consultant-Capacity Building, you...

- must have good problem-solving skills and be resourceful and proactive as and when needed.
- should be able to work independently and be organized in your work to ensure that tasks are completed in a timely and effective manner.
- must have excellent interpersonal, coordination, and communication skills and authentic professional conduct when dealing with all aspects and stakeholders of capacity-building initiatives.
- are expected to be creative, strategic and an analytical thinker with the ability to manage multiple and complex assignments.
- must be highly organized and an excellent multicultural team player.
- Roles specific to BRLF - SNU – student facilitation, support to faculty, student mobilization for a new batch, facilitation in selecting students, etc.
- must be flexible and must be able to wear different “hats” at short notice.
- are expected to have good people management skills with the ability to develop others and to impart knowledge and experience in an accessible and clear manner.

Compensation: The consultancy for this consultant role is placed at INR 50,000-70,000 per month. The offer made to the selected candidate shall be commensurate with the qualifications, experience, and salary history.

Application Process: Eligible candidates interested in this position are requested to apply [through this link](#). For any queries related to the advertised position, you can write to us at recruitment.brif@gmail.com with the subject line “Recruitment query for the position of Consultant – Capacity Building”. Interested candidates must apply by or before May 19, 2024.

Selection Process:

- Candidates will be shortlisted based on their eligibility criteria, relevant experience, and employment record.
- Only shortlisted candidates will be intimated through email for the interviews by the selection committee.
- Merely meeting the criteria for eligibility may not guarantee a call for an interview.
- If no suitable candidate is found, the position will be left vacant, and a new advertisement with an extended date will be issued.
- Selection for this role will be on a rolling basis. The available position will close as the offer is accepted by a shortlisted candidate.

BRLF is an equal opportunity organization that does not discriminate based on religious belief, social class, caste, special ability, or gender.
