

## **Position: Team Leader**

**No. of Post- 1 (One);**

**Location:** Sirohi, Rajasthan

### **Job Description:**

- a) Primarily responsible for planning and implementation of the WASH component being implemented- such as drinking water distribution systems, sanitation, water resource management, water quality monitoring and surveillance, etc.
- b) Provide programmatic and technical support to project team for strengthening thematic engagements, building partnership with various stakeholders and organizational development.
- c) Ensure adherence to technical aspects of drinking water and sanitation components – especially on quality of physical interventions.
- d) Guide and support the team to ensure engagement of community in participatory planning, implementation and monitoring of interventions.
- e) To facilitate development of Behavioral Change Communication (BCC) strategy to bring change in community practices for adopting safe sanitation and hygienic practices and to avoid defecating in open.
- f) To develop budget / annual work plans for each programmatic and non-programmatic aspects of the project and track utilization of the same on periodical basis.
- g) Guide the team in fulfilling the Monitoring & Evaluation requirements such as MIS, outcomes survey, baseline and impact assessment.
- h) Undertake and ensure process documentation, knowledge products, case studies to develop thematic library of the organization and subsequent submission to donor agencies.
- i) Undertake and ensure data management, preparation of quarterly/bi-annual/annual progress reports and submission to all donors / government organisations
- j) Undertake periodic review and reporting systems of team including preparation of status reports and proceedings of meetings.
- k) Undertake State level coordination for partnership with Public Health and Engineering Department (PHED), Rural Development and Panchayati Raj Department, Department of Elementary and Secondary Education, Health Department.
- l) Joint planning of the project interventions with line departments and also converge with existing schemes including Swachh Bharat Mission (SBM), MGNREGA, JantaJalYojana of PHED, MJSY etc.

### **Eligibility Criteria:**

1. Post-Graduation from any reputed institute with minimum experience of 10 years in development sector and minimum 4-5 years relevant experience in implementation of Drinking Water Supply and Sanitation Project
2. Possess extensive experience of project planning, execution and monitoring & evaluation.
3. Be able to build and manage relationships with diverse stakeholders involved including community, implementing partners, government departments
4. Possess excellent Communication & Documentation skills in English and Hindi.
5. Possess excellent computer skills, interpersonal, analytical and writing skills and ability to work as a member of a team
6. Flexibility and willing to travel extensively in field to ensure activities in place

**Salary:** It would be competitive with market considering experience, salary history & qualification