

Vacancy in Centre for microFinance (CmF)

Centre for microfinance (CmF), Jaipur (www.cmfracj.org) is a resource organization and the nodal agency of the Tata Trusts (www.tatatrusters.org) for Rajasthan working since 2007. Beginning April 2015, CmF with support of Tata Trusts and Govt. of Rajasthan has launched an integrated development project in four tribal blocks of South Rajasthan. Titled 'Transformation Initiative', the 5 year project seeks to impact lives of 70,000 poor families in the selected blocks of Abu Road, Pindwara (Sirohi district), Bali (Pali district), Sayara (Udaipur district) of South Rajasthan. As part of the multi-thematic work, CmF is implementing education work with focus on strengthening learning environment for accessible, enjoyable and meaningful education in selected schools and Anganwadis.

The work under Primary School (Parag Library and Literacy) Program is focus on setting up library and strengthen early literacy in selected schools in Bali block of Pali district (Rajasthan). This includes setting up infrastructure, library books, building capacity of the government teachers vis-à-vis understanding the curricular content to be delivered in classrooms through training, monthly workshops, onsite support and provision of resource cum reference material for teachers and students. Under Model Village intervention, demonstrating a proof of concept in transforming lives with multi-thematic work.

CmF is looking for a dynamic, dedicated, hardworking and skilled professional to bring change in the quality of life of poor through educational interventions with significant and sustainable changes in student learning and school functioning. If you have passion for poor, have skills and positive attitude and can think out of box yet deliver outputs, CmF is the right place for you.

CmF is looking for potential candidate for following vacancy

Program Associate (Education)

No. of Post- One;

Location: Bali, Pali (Rajasthan)

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

Job Profile: Program Associate will provide technical and onsite support to the implementation of Primary School (Parag Library and Literacy) and Model Village interventions which includes Schools, Anganwadis, Out of School work and Community Information Resources Centre (CIRC). She/he will participate in monthly review and planning meetings, workshops and training with teachers and program team. She/he will regularly visit schools, Anganwadis and CIRC to provide required support and monitoring. The Program Associate will also be responsible for collecting feedback from teachers/children and ensure effective use of library resources and improved learning level of children. She/he would identify design and quality issues, discuss them with the concerned CmF/TATA TRUSTS Education team and provide solutions at the field level. She/he will support and ensure timely submission of reports on key outreach, outcome and impact indicators to meet reporting requirements. She/he will also assist CmF team in other education intervention in Bali/Rajasthan. She/he will have strong communication and coordination with the other program team members. This position will



involve travel to field locations as well as regular interaction with education officials, school administrators, teachers and students.

Qualifications include:

- Bachelor Degree in education/social sciences or equivalent.
- Minimum 3 years of relevant experience in education.
- Teaching experience at primary level.
- Strong understanding and skills required in including computer/technology and ITE.
- Strong written and oral communication skills.
- Good interpersonal skills and a team player.
- Proven track record of achieving results.
- Proven ability to work effectively with schools and communities.
- Ability to travel regularly to project sites in remote locations.
- Experience in negotiating, coordinating with governments.

The persons should have

- a) High analytical skills
- b) Good Communication skills both oral and written (Hindi and English)
- c) Ability to foster and manage relations with partners
- d) Ability to travel and spend time with communities and partner organizations
- e) Computer skills – preparation of reports, spread sheets, power point presentation, e-communication etc.

Note: *The application in prescribed format will be considered. Candidate can apply for only one position. Selected candidates will have to submit 'relieving certificate from the current employer' before joining in CmF. Candidate must give two references, though we will talk to references only after the consent of the candidates.*

The format can be **downloaded** from the website – www.cmfrac.org

Last Date for complete application forms to reach us: **31th October 2017**

Centre for microfinance

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