

Appointment to the post of Program Manager, AFC Foundation

About AFC Foundation

AFC Foundation has been set up by **AFC India Limited** under the Indian Trust Act, 1882 as a non-profit organization to address the multifaceted development challenges of the country. It aims to empower the most vulnerable categories in India to break out of the bondage of poverty through education and entrepreneurship. The credo of the organization is to disrupt poverty and catalyze social and economic changes in India.

AFC Foundation has been designated as a "**Centre of Excellence (CoE)**" by the Ministry of Tribal Affairs (MoTA) to undertake action research and targeted developmental interventions for holistic development of tribal communities in the most underdeveloped regions of the country. AFC Foundation is anchoring an ambitious district transformation project for the holistic development of vulnerable and backward tribal communities. The project aims to establish "**Gajapati**" as a model district through replicable interventions based on two key pillars of "**Aspirational Districts Model**" and "**AatmaNirbhar Bharat**". AFC Foundation is also in the process of identifying vulnerable districts/blocks/villages in the States of Chhattisgarh, Jharkhand, Rajasthan, Telangana, Maharashtra and North East Region for undertaking sustainable interventions for integrated development.

About AFC

AFC India Ltd. (formerly Agricultural Finance Corporation) is a National level premier multi-disciplinary development organization providing consulting, policy advocacy and implementation support for agriculture, rural development and other strategic socio-economic domains in India. Established way back in the year 1968, AFC is wholly owned by NABARD, Commercial Banks and EXIM Bank. AFC is a deemed Government organization and its accounts are audited by the Comptroller and Auditor General of India (CAG).

AFC Foundation invites applications for appointment to the post of "**Program Manager**" to be based out of Delhi and Bhubaneshwar. The Program Manager shall be responsible for overall management of the projects executed by AFC Foundation including liaising with the clients/project funding agency; coordinating & leading partners; supervising members of the project team besides overseeing project implementation, financial and administrative oversight, reporting as well as monitoring & evaluation of the project.

Position	Program Manager
Education	Post Graduate degree in relevant fields including Anthropology/Tribal Studies/Social Sciences/MSW/Rural Development etc.
Desired Profile	<ul style="list-style-type: none">• An outstanding professional with established reputation in the relevant field of tribal welfare and rural development• Well aware of social security schemes of Central and State Governments and different provisions with regard to tribal development enshrined in the Constitution of India and different statutes in several States of India, functioning of Tribal Autonomous District Council and Scheduled areas

	<ul style="list-style-type: none"> • Have worked with Tribals and PVGT (Particularly Vulnerable Tribal Groups) in health, education, livelihood, Natural Resource Management, ethnicity, cultural history and ancestry promoting their wellbeing • Knowledge of Oriya language is preferred • Minimum work experience of 3-5 years • Position entails frequent travel to the target areas in Gajapati (Odisha) and other project locations in Odisha and other States
Skills & Competencies	<ul style="list-style-type: none"> • Exceptional leadership qualities, networking capabilities, institutional building skills and ability to find innovative solutions • Excellent time management, project management, planning and organization skills • Excellent communication skills, both written & oral • High level of involvement, engagement and ownership • Strong interpersonal skills and demonstrated competence in handling teams • Good analytical skills and a strong attention to detail • Good command over English and Computer Operations, preferably with knowledge of excel
Broad Roles and Responsibilities:	<ul style="list-style-type: none"> • Developing Proposals/Concept Notes for sourcing funding from different agencies in the thematic areas of Education, Health, Livelihoods, Skill Development, Training & Capacity Building • Writing Grant Proposals for sourcing funds from various multilateral, bilateral and other agencies including Corporate Foundations. • Enlisting Corporates in the Public & Private Sector having manufacturing units/plants/offices in the Project States, holding meeting/interactions with their Heads/concerned officials and making intense efforts to source funding for different components of the projects under their CSR initiatives. • Make & deliver Presentation to Clients/Potential Clients on Proposals / Reports • Lead and drive the program in all dimensions and execute scalable plans for grass-root level implementation • Monitoring & reviewing of all program components as per fixed milestones/timelines/deliverables and sharing progress reports to management periodically • Hold periodic meetings/interactions, liaising and maintaining close contact/rapport with the Secretaries/Directors/Heads of related Departments of Central and State Governments and other National and International Organizations including NGOs and Partner Organizations. • Conduct Needs Assessment, Gap Analysis, Situation Analysis, Diagnostic Analysis on all sectors in the project areas including conduct of Focused Group Discussions (FGDs)

	<ul style="list-style-type: none"> • Regular review of the project progress against targets, identify operational bottlenecks or risks and initiate appropriate measures to address them • Periodic visits to project areas and implementing partners/associates to extend supportive supervision of activity implementation • Document the processes, best practices, case studies, and success stories from the project.
Contact person	Ms. Mamta Sahal
Designation	Chief Financial Officer and Head (Admin.)
Reporting To	The Managing Director
Remuneration	Remuneration will commensurate with experience and skill set and would be comparable to best in the industry
How to Apply	Application along with CV's may be sent by e-mail with the subject "Application for the post of" Program Manager" to admin@afcindia.org.in , afcdelhi.career@gmail.com
Others	AFC India has five day work schedule and is an equal opportunity institution.
Last Date of Application	10 th November, 2020