

Notification

Kudumbashree, the State Poverty Eradication Mission of the Government of Kerala, is a National Resource Organisation (NRO) for National Rural Livelihoods Mission (NRLM), Government of India. In its capacity as NRO, Kudumbashree provides technical and implementation support to the State Rural Livelihood Missions for the following programmes of the Ministry of Rural Development:

- Universalisation of PRI-CBO Convergence methodology
- Integration of Village Prosperity Resilience Plans (VPRP) with Gram Panchayat Development Plans
- Promotion of entrepreneurship among rural communities through trained community resources under the non-farm sector

Kudumbashree NRO presently works with 25 states and a union territory using an approach wherein experienced community resource persons work with professionals in providing support to SRLMs.

Kudumbashree NRO is calling applications from eligible candidates for the position of Chief Operating Officer (COO); general conditions of application and format for application are provided here.

Chief Operating Officer – Job Description

The Chief Operating Officer (COO) is responsible for the overall implementation of the programmes of Kudumbashree NRO. Reporting to the Executive Director of Kudumbashree, the responsibilities of the COO include the following.

- Administration, budgeting, annual action plans, financial management, and personnel management of Kudumbashree NRO.
- Selection, training, and deployment of professionals and community resource persons.
- Timely implementation of programme components across states and union territories.
- Development of new programme areas as per the vision and requirements of NRLM and Kudumbashree.
- Interfacing with NRLM and MoRD for programme related matters
- Interfacing and relationship building with SRLMs
- Stakeholder management
- Developing institutional collaborations and ensuring timely availability of expert resources.
- Ensuring timely design and development of training programmes and preparation of training modules
- Maintaining strong relationships with Kudumbashree community network and District Missions
- Reporting to Executive Director, Kudumbashree State Mission and NRLM.
- Extensive travel to partner states for implementation.

Qualification and Experience

- A master's degree in management, rural management, development management, social sciences, social work, development studies, public policy or related disciplines from institutes of national repute such as IIMs, IRMA, TISS, APU, and IITs.
- Fifteen years of experience, of which at least five years should be with an SRLM, NRLM, NRO, or a reputed organisation working with Self Help Groups and their federations, and at least five years in a senior management/leadership position.
- First hand understanding of programmes in rural development, poverty alleviation, women Self-Help Groups, and PRI-CBO Convergence.
- A least five years of experience in a project promoted by the Government of India or any of the State governments or union territories.
- First-hand experience in implementation of large-scale state or national level projects.
- Excellent written and spoken skills in English; fluency in Hindi will be an advantage.

Terms of appointment

Appointment shall be on annual contract basis. The contract may be renewed annually subject to review of performance of the incumbent and continuation of Kudumbashree-NRO Project.

Remuneration

The remuneration for the position would be Rs 1.5 to 1.75 lakh per month approximately, consolidated. Exact remuneration will be fixed according to the qualifications and experience of the candidate selected for the position.

Selection Process

The applicants will be selected through a two-stage selection process:

- Short-listing of suitable candidates based on review of application
- Selection process including personal interview

Submission of applications

Applications for the positions will consist of the following.

1. Covering letter
2. Application in the given format
3. Copy of Curriculum Vitae

Completed applications with subject: Application for the post of Chief Operating Officer in Kudumbashree NRO' should be sent to the following email, before 5 pm on 21st March 2024:

Email: keralanro@gmail.com

Sd/-

Executive Director

Kudumbashree