



Job Title

Program Specialist

Job Category

Top Management.

Job Location

Jaipur, India.

Job Summary

JBF is selecting professionals to provide services for writing project proposals, case studies, progress reports and documentation. It is a very exciting job opportunity with tremendous potential for growth and learning in the broad area of integrated water resource management and sustainable development.

Our reputation for excellence and impact has made us a member of key water-related forums at international levels. We have the distinction of being India's first and only Governor on the Board of the World Water Council which is the largest global water forum

Job Description

1. **Project Proposals and project progress reports**
The person should be able to develop and write project concept notes, project proposals with budgets and periodical project progress reports.
2. **Research and Documentation:**
The person should be able to gather information from project villages by personal visits and develop case studies.
3. **Handling social media:**
He/ She should be able to facilitate regular updating of website, Facebook, tweets, blogs etc of the organization.

Desired Candidate Profile

1. The candidate should be a Graduate / Post-Graduate degree with excellent writing and communication skills in English with at least 5 to 10 years experience in content writing, report writing and document creation.
2. The candidate should have strong English writing skills.

Remuneration

Annual Remuneration may be up to Rs. 6 to 12 lacs depending on the evaluation of experience, writing and communication skills at the time of interview with enormous opportunities for individual career growth.

Place of Posting

Jaipur, Rajasthan

Address for applications

All applications should be sent with a covering letters to the following email address:

Email Address: hr@jalbhagirathi.org

Company Profile

Jal Bhagirathi Foundation works towards strengthening the capacity of desert communities to manage their scarce water and natural resources through traditional best practices. With active participation from the community JBF acts as a catalyst and facilitator for the construction and restoration of traditional water harvesting structures in the Marwar region.

Common property resources like pasturelands; sacred groves, gravelly lands and cultivable wastelands play an important role in preserving the local bio-diversity. JBF is attempting to empower village level institutions to adopt a pragmatic approach towards development and restoration of common property resources, benefits of which will accrue to the entire village community.

The strategy focuses on capacity building and training of rural community for development and proper management of ecological resources. The Foundation follows a participatory approach and emphasizes on strengthening village level institutions to effectively manage natural resources. Women empowerment is promoted through their participation in project planning, execution and management. Sustenance and effective governance of ecological resources is therefore ensured through participation of stakeholders.

All programs, activities and strategies of the Foundation aim towards one goal: involving, empowering and making the village community self-reliant.

The Foundation has also initiated an action oriented advocacy campaign to further the cause of a clear water sector policy and related reforms. It believes that the voice of the people should be heard before policies are framed for their benefit; from objects of policies, people should become subjects of these policies. For more information about the Foundation, please visit our website at www.jalbhagirathi.org

Contact Details of the Foundation

Telephone numbers +91-141-4025119 (Ext. 307)
Contact Person: Ms. Naina Joshi