

Announcement for the post of Director for a Programme in MVDA

About organization:

Mount Valley Development Association is a voluntary and secular organization founded in 1995 by local youths and has its philosophical roots in Sarvodya Andolan (a revolution for universal upliftment). MVDA started its work with the vision to eradicate poverty through development of sustainable livelihoods, promote good governance through social harmony, minimize social discrimination, cater the quality education of children and develop entrepreneurship to minimize migration of youths from the rural mountain villages. Initially MVDA focused on empowering women and youths in the isolated mountain communities of Bhilangana Valley –Tehri Garhwal. Moving forward MVDA began to tackle community infrastructural need such as improving education, livelihood and revamping local self-governance, natural resource management and sustainable development. Previously, little attention was given to resolving mountain specific development problems, however, today there is widespread awareness and commitment. Among the mountain people themselves, there is a revolution of rising expectations and awareness after centuries of isolation.

MVDA have been working with various Governmental, Corporate Social Responsibility and International funding agencies like- ITC , Action Aid, American India Foundation, Oxfam India, SRTT, SDTT, NABARD,CAPART, IGSSS, PSI,STAR India, IMPACT, Room to Read, IFAD , UCMI , UK Government, Himmotthan Societies, Forest Department , Uttarakhand, World Food Programme etc.

MVDA is registered under Society Registration Act 1860, Foreign Contribution Regulation Act. 1976 and Income Tax Act.

Presently MVDA is working with nearly 8000 families reaching over 32000 populace and formed 780 Self Help Groups (SHGs) and 189 other working groups in the difficult mountainous terrain in Tehri, Uttarkashi, Rudraprayag, Haridwar districts and plain areas in Dehradun, Saharanpur. MVDA's operation covers a span of more than 200 villages of 8 districts in Uttarakhand, Uttar Pradesh and Punjab. MVDA have also initiated registering of 03 Women federations.

Position Title

Director of Programs

Reporting to

Secretary

Location:

Ghansali, Tehri Garhwal

Last date for applying

20th June, 2016

The Ideal Candidate should be:

- Post Graduate in Social Sciences/Social Work/Rural Development/ Management;
- Should have at least 7-10 years' experience and skills to provide support in planning and managing development projects within the organizational framework;
- Should be innovative especially from the point of view programme development, risk taking and action oriented;
- Strong communication and documentation skills (both verbal and written) in English; knowledge of local language is desirable. Proficient in computer applications like MS Office;etc
- Have experience of working with vulnerable groups of the society;
- Have good communication and project proposal writing skills
- Be a good team player, having conviction and skills for the empowerment of the poor and disadvantaged groups;

Salary:

45,000 to 50,000

Position summary

The Director of Programs is responsible for the implementation, management, supervision and evaluation of all the organization's programs. As a member of the senior management team, the Director of programs participates in strategic planning and budgeting initiatives in addition to problem solving. He/she works within the guidelines, policies and mission of the organization and will be accountable and responsible for specific projects as assigned.

Duties and Responsibilities:

- Being responsible for project management, budgeting, capacity building, documentation, coordination, networking and advocacy and conducting programme review and evaluations.
- Direct, plan and coordinate the work of the program staff including supervision and evaluation, training and team building.
- Organize and attend monthly staff meetings to maintain effective communication.
- Plan the delivery of the overall program and its activities in accordance with the mission and the goals of the organization.
- Develop and implement long-term goals and objectives to achieve the successful outcome of the program.
- Coordinate the delivery of services among different program activities to increase effectiveness and efficiency
- Develop a program evaluation framework to assess the strengths of the program and to identify areas for improvement.
- Compile, maintain and report on the monthly, quarterly and annual program statistics.
- Develop funding proposals for the program to ensure the continuous delivery of services
- Write grant proposal for funding agencies.
- Communicate with funders as outlined in funding agreements
- Identifying new potential partners, conducting pre-appraisal reviews, preparing appraisal documents, and monitoring progress
- Establishing linkages with other civil society organisations, partner organisations, and community alliance.

Interested candidate can send his and her resume on contact@mvda.org.in and can go through our website www.mvda.org.in for more information about the organization.

Contact person: Mr. Avtar Singh Negi (Secretary)

Contact number: 08392955511, 09412079206