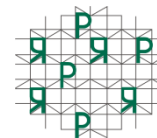


Job Announcement Form
Professional Assistance for Development Action (PRADAN)

Title of position offered	Taluka Coordinator
Number of Vacancies	2
Roles and Responsibilities:	• Support the Resource Persons (RPs) in identifying the programme participants for an Inclusive Livelihood programme and preparing an action plan for each person/household • Guide and mentor the RPs, and ensure that they support the programme participants as per the plan drawn up for each person/household under the project • Regular review and value addition in the programme activities as needed • Liaise with the local Panchayat and Taluk departments in converging resources and for accessing necessary entitlements for the programme participants • Provide regular training to the RPs through field visits, and formal meetings • Ensure data collection and filling up the programme MIS on time • Submission of periodic reports to State Programme Management Unit (SPMU) as per requirement • Identify and document best practices • Communicate effectively with the external stakeholders about the programme • Any other tasks as assigned by the project team
Eligibility criteria	Qualifications and Experience: • Graduate in any discipline with 50% or more. • Minimum of three years of experience in the social development sector. • At least two years of experience working with rural, urban, or other underserved communities. • Proficient in reading, writing, and speaking Kannada. • Experience in working collaboratively within teams. • Strong communication skills, including the ability to participate effectively in meetings and good report writing skills
Place of posting/Location	Koppal and Chamarajanagar district in Karnataka
Proposed Salary range	Rs. 35,000/- per month CTC based on qualification and experience (As per PRADAN pay structure for FTEs)
Nature of job	1-year Fixed term Contract and extendable based on performance



Last date of Application	October 21, 2026
Insert Google Form link for pulling CVs	https://forms.gle/TvdmyGywmnSXv2YQ8