"And those who were dancing were thought to be insane by those who could not hear the music" – Friedrich Wilhelm Nietzsche

Job Description

Position	Swasakthi Programme Associate/Coordinator
Relevant themes	Gender Equity, Women Empowerment, Women led Livelihoods, Legal Aid
Location	Chennekothapalli, Sri Sathya Sai District, Andhra Pradesh

Background:

The Timbaktu Collective (Collective) is a grassroots non-profit organization initiated in 1990 that works towards the sustainable development of marginalized peoples across 347 villages in 14 mandals of the drought prone Ananthapuramu and Sri Sathya Sai districts of Andhra Pradesh.

Swasakthi *("Power of Self")* is one of the seven Programme of The Timbaktu Collective exclusively for women. This Programme has promoted four women's Cooperative constituted to one entity call Mahasakthi Federation which operates in nine Mandals (sub-districts) of Sri Sathya Sai Districts with 37,000 women members. The Programme mainly looks after the institutional strengthening and capacity building in various themes such as gender sensitization, women in leadership, legal awareness of the Federation and its four constituent entities. Also, the Programme overlooks one livelihood unit, which produces handwoven and natural dyed cotton products of the Federation which is completely managed and run by first generational women weavers.

Roles and Responsibilities:

1. Supporting the implementation of on ground activities and carry out regular field visits – a minimum of 15 days including thrift and sangha meetings, leaders' meetings, legal camps, etc.;
2. Drafting monthly, semester and annual reports related to the Programme, and preparing monthly budgets;
3. Documenting and maintaining Programme related photos, videos, case stories and other relevant information, while also drafting brochures, pamphlets, social media posts, etc.;
4. Drafting training modules on relevant themes such as gender, entrepreneurship, leadership, and women's rights, developing scripts for plays, and conducting relevant sessions as part of capacity of Team and Directors of Cooperatives;
5. Building expertise on the theme of women's rights and gender equity, including relevant Acts and Policies, such as the APMACS Act, 1995;

Field Office & Mailing Address: Chennekothapalli village, Sri Sathya Sai District, Andhra Pradesh - 515101
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6. Updating Mahasathi Federation's Operational Manual according to the decisions made in their Board meetings, and drafting their Cooperative financial analysis and policies;
7. Researching and exploring enterprise opportunities and trainings for women; and
8. Undertaking any other work assigned by your reporting person.

Eligibility criteria:

1. Strong passion for working with women.
2. Aptitude to live and work in a rural setting.
3. Bachelors/master's degree in Gender studies, Development, Social Work, Social Sciences, executive MBA in Development Management or any related discipline.
4. Excellent computer skills including MS Office suite.
5. Excellent written and oral communication skills in English.
6. Telugu speaking, writing and communicating is mandatory.

Note: Those without experience of working in the relevant field will be offered the Programme Associate role, and those with a minimum of 2-3 years of experience in the relevant field will be offered the Programme Coordinator role.

Remuneration:

The first three months of the candidate's employment will be considered a 'probation period'. During the probationary period, candidates applying for the Programme Associate role and Programme Coordinator role can expect to receive a monthly remuneration of INR 35,000 and INR 55,000, respectively (negotiable based on candidate's experience and interview process). Following the completion of the probationary period, the salary maybe revised based on demonstrated skills.

Application Process:

Interested candidates can apply for the post by sending their CV to hr@timbaktu.org

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