

**Community Self Reliance Centre**  
**Job Description**



<b>Position:</b> Field Coordinator	<b>Supervisor/Principal Evaluator:</b>
<b>Duty Location:</b> Uttargaya Rural Municipality, Rasuwa	<b>Grade:</b> Contract-C4
<b>Period:</b> 1 December 2023- 31 June 2024 (with possibility of extension)	

**Background**

The Community Self Reliance Centre (CSRC) has been campaigning for comprehensive agrarian reform and the land rights of working farmers and tillers for almost three decades. Through this time, CSRC has worked to organize and raise consciousness amongst those deprived of land rights, build public opinion in favour of progressive land reform, and conduct action research related to land and agrarian issues.

**Improve the livelihood and economic status of the populations of the communities from the Rural Municipality of Uttargaya through the promotion of commercial agricultural practices** program aims at improving the livelihood of 300 small holder farmers in fifteen communities of Uttargaya rural municipality through the production of off seasonal vegetables and proper conservation of local crops.

The Field Coordinator will play a key role in overall coordination and the successful implementation of Improve the livelihood and economic status of the populations of the communities from the Rural Municipality of Uttargaya through the promotion of commercial agricultural practices.

**Key Responsibilities:**

- Prepare the detail implementation plan based on the approved programme document including clear result area and specific process.
- Develop monthly timeline, work plan and implementation of activities based on the LIVELIHOOD programme in accordance with procedures and obligations specified in Grant Agreement.
- Develop and strengthen good linkages and coordination with local government, government line agencies, related stakeholders, and service providers to ensure their support for the implementation of project activities.
- Facilitate workshops, trainings, meetings, and coordinate for logistics.
- Contribute to develop practical solutions/innovations to respond the identified problems at HH and community level.
- Plan sustainable agriculture practices for implementation in the working areas and organize promotional events
- Conduct door to door visits to interact with beneficiaries as per the requirement with prescribed integrated checklist.
- Ensure participation of District Land Rights Forum (DLRF)'s members for campaign and advocacy related activities
- Produce monthly, quarterly and annual report including case studies/ best practices in coordination with the main office.

**Insure cross-cutting issues.**

- Ensure the cross-cutting issues of GEDSI, Safeguarding, Good Governance, Conflict of Interest mitigation, Anti-corruption and conflict transformation and others in a project implementation and personal life.
- As a member of CSRC, contribute to overall organizational vision, mission, goals and core values of the organization
- Building a good relationship with District Land Rights Forum (DLRF) for land campaign and advocacy

**Required Qualification and Experiences:**

- Have at least Bachelor Degree in Agriculture or related field with 4 years of working experiences or Master Degree in agriculture or related field with 2 year of working experiences in related fields.
- Willingness and enthusiasm for working with vulnerable communities living rural and remote areas of the countries.
- Strong communication in English, Nepali and local language and analytical skills.
- Knowledge of working with local government and community; programme implementation and monitoring,
- Proficient with Microsoft office packages