



कार्यालय उप संचालक कृषि, जिला दक्षिण बस्तर, दंतेवाड़ा (छ.ग.)
कार्यालय :- 07856-252360, फ़ैक्स:- 252360 निवास:- ई-मेल पता:- ddadante.cg@nic.in
क्रमांक / टी-4 / DMF / 2018-19 / दंतेवाड़ा, दिनांक:- / 08 / 2018

Walk in interview for the position of Center Coordinator and Organic Farming Facilitator

- I. **Job Description:** The Center for Organic Farming and Biodiversity Conservation is being set up in Dantewada through District Mineral Fund for the promotion of Organic farming and biodiversity conservation in the district. For this purpose Walk-in interview is being conducted for the position of Center Coordinator- 01 Post (unreserved) and Organic Farming facilitator – 01 Post (Unreserved)
- II. **Location:** Dantewada
- III. **Address for reporting:** Office of Deputy Director of Agriculture, Old Collectorate Campus, Near SBI Chouk, Dantewada, Chhattisgarh, 494449
- IV. **Procedure to Apply:**
 1. The candidates should report to the following address at or before 12:00 PM on 27th Aug, 2018 and submit their updated resume along with the application form mentioned in the Annexure I
 2. Separate forms and resume should be submitted for applying for each post
 3. Applications with incomplete forms or ineligible as per the section V of this document shall be rejected and the candidates will not be informed separately regarding the same
 4. The interviews will commence from 4:00 PM and may extend to the next day in case the applications are received in large numbers.
 5. No financial support of any sort shall be provided to the candidates for lodging, boarding or travel expenses for participating in the process of selection
- V. **Eligibility for Center Coordinator**
 1. **Education:** Graduate/ Post Graduate in Technology, Science or economics.
 2. **Age:** As the job would entail, extensive work related travelling, the candidate must be full of energy and should be self-driven. The minimum age of the candidate should be 25 years and maximum should be of 50 years on the date of issue of recruitment notice.
 3. **Experience:** Candidate should have at least 5-7 years of overall working experience. He/she should have past experience of working formally or as a consultant with organization of National repute and international organizations. He/ She should have an experience of working in start-

up environment, managing the funded project, coordinating the trainings and workshops of national level, conducting monitoring and evaluations studies.

4. Communication Skills: Proficient in both written and oral English and Hindi Language.

5. Essential Requirements:

- a. The candidate has worked formally or as a full time volunteer in the field of Sustainable Agriculture/Organic Farming/Traditional Seeds Conservation for at least 3 years.
- b. The candidate has worked with the community at grass roots for minimum 2 years.
- c. The candidate has worked with the community on indigenous knowledge systems and worked for functionalizing seed banks at various places in the country.
- d. The candidate has coordinated or participated in the organizing or management of workshops, trainings, seed festivals, of national or international level.
- e. The candidate is associated the national networks of individuals/organizations working in the field of sustainable agriculture/organic farming etc. to be able to leverage support for the center from the diasporas at the national level.

VI. Scope of Work of Center Coordinator:

1. Looking after the overall administration, management and coordinating all the activities taken up by the center
2. Design, plan and organize regular trainings for farmers, women groups, resource persons in the field of sustainable agriculture, organic farming, and seeds.
3. Carry out various activities aimed at documentation, characterization, conservation and propagation of traditional seeds, crops, varieties etc.
4. Work with the team of various facilitators hired under the center and lead the team by synthesizing the work and delivering results in form of publications, Creative Trainings Modules, IEC materials, demonstrations plots, research studies.
5. Supervising the maintenance of the accounts, records and statutory requirements and audit of the Center.
6. Organizing general body meetings, executive committee meetings of the center, prepare agenda, minutes of meetings and handle communications for the same.
7. Collaborating with various organizations, research institutions and government departments related to the activities and objectives of the center
8. Submitting proposals, accept consultancies, raise fund and any other roles as may be needed for the achievements of the stated objectives of the society.
9. The Candidate will have to be equipped with latest advancements happening in the stream of Organic farming, biodiversity conservation and should constantly work on capacity building of the members of the Center.

10. The honorarium to the Center Coordinator will range from Rs. 30,000 to Rs. 60,000 per month and will be decided based on the profile of the candidate

VII. Eligibility for Organic Farming Facilitator

1. **Education:** Graduate/ Post Graduate in Technology, Science
2. **Age:** As the job would entail, extensive work related travelling, the candidate must be full of energy and should be self-driven. The minimum age of the candidate should be 25 years and maximum should be of 50 years on the date of issue of recruitment notice.
3. **Experience:** Candidate should have a working experience in the field of organic farming and sharing the skills with farmers in real time farm environment. Desirably should have hands on past experience of working in a farm in commercial production capacities exclusively using organic farming techniques.
4. **Communication Skills:** Working knowledge of Hindi and English
5. **Essential requirements:**
 - a. The Candidate has a minimum 4 years of hands on experience of practicing farming with organic and natural farming techniques
 - b. The candidate has a detailed understanding of crop cycle, Organic Pest management, Soil health Management, Intercropping, agro-forestry, organic vegetable cultivation and other things in relation to Organic farming.
 - c. The candidate has an experience of working with the community, consulting/mentoring farmers to convert their farms into Organic/ Natural, diversified and multilayered farms, deploying new, advanced and appropriate technology in the farms
 - d. The candidate should have experience in developing training modules, coordinating trainings for farmers

VIII. Scope of Work for Organic Farming Facilitator

1. Practicing Organic Farming on the land under the center, cultivate crops with organic package of practices, demonstrate various techniques of cultivation in the farmer's field, create Model farms
2. Development of training modules, manuals and other IEC material which can be useful for awareness generation, propagation and trainings in Organic Farming etc.
3. Coordinating trainings of the farmers on various topics related to organic farming, cultivation of cereals, pulses, vegetables, millets, pest management etc.
4. Conducting small trials, documenting observations related to various techniques of organic cultivation in order to adapt them to the local context

5. Working with the team of various Experts hired or invited by the center and Co-ordinate with the team by synthesizing the work and delivering results in form of publications, Creative Trainings Modules, Demonstrations plots and other related things.
6. The Candidate will have to equip himself with latest advancements happening in the stream of Organic farming, biodiversity conservation and should constantly work on capacity building of the members of the Center.
7. The honorarium to the Organic Farming Facilitator will range from Rs. 20,000 to Rs. 30,000 per month and will be decided based on the profile of the candidate

IX. Desirable Procedure for Screening and Selection:

1. The resume submitted by the candidate shall be first examined by the selection committee for ensuring the fulfillment of eligibility criteria for respective positions as described in the section V and VII of this document. Interview of those candidates shall be conducted who satisfy the eligibility criteria.
2. The assessment of the candidate shall be done based on resume, personal interview, any other information and materials submitted by the candidate, and any verification of background reference that the screening committee may deem appropriate.
3. The assessment of the candidate for the position of Center Coordinator shall be done by calculating the score based on the methodology outlined below: -

S.No	Desired attributes	Weightage
a.	Understanding of Relevant Program: Understanding of working on large scale promotion and propagation of traditional seeds and sustainable agriculture with farmers in different states	30%
b.	National and Global exposure: Participation in international programs on farming/sustainability; understanding of bio-diversity conservation work happening at global level; associations with various international & national groups in the space of sustainable agriculture for deriving required learning's for the center	30%
c.	Project Management and leadership Skills: The ability candidate to design and implement projects, experience of leading the team, coordinating with multiple stakeholders	30%
d.	Documentation Skills: Documentation skills in both Hindi and English Language, the ability and previous experience in designing and carrying out studies	10%

4. The assessment of the candidate for the position of Organic Farming Facilitator shall be done by calculating the score based on the methodology outlined below: -

S.No	Desired attributes	Weightage
a.	Domain Specific Knowledge: Knowledge of crop cycle, Organic Pest management, Soil health Management, Intercropping, agro-forestry, organic vegetable cultivation and other things in relation to Organic farming. Consulting/mentoring farmers to convert their farms into Organic/ Natural and diversified farms	30%
b.	Exposure to trainings: Candidate must be exposed to various methodologies in	20%

	Organic farming, should have participated in training programs on farming/sustainable agriculture and have experience of coordinating trainings	
c.	Documentation Skills: Ability to document field experiments, observations, create modules, manuals, reports etc.	20%
d.	Hands on Experience and ability for Innovation: Candidate should be an out-of-box thinker with previous experience in implementing new and appropriate technology, No. of years of hands on experience of organic/natural farming	30%

5. The screening committee may call upon the candidates to clarify or furnish any additional information, names of the referees or other individuals with such references/ individuals after the interview. Further, in case the candidate has not furnished the information required, even after the passage of 72 hours of being called upon to do so via email or otherwise, the screening committee may draw adverse inference regarding the fulfillment of related mandatory or desired eligibility criteria.
6. The candidate scoring the highest percentage in the interview process as per the respective frameworks mentioned above shall be selected for the position. The list of the selected candidate shall be uploaded on the website www.dantewada.nic.in
7. The DDA may at any time prior to the date of the interview, for any reason, make any amendments in this document or extend the date of the interview at its discretion. Notice regarding the same will be uploaded on the website www.dantewada.nic.in
8. The Collector will possess the final authority to take the decision regarding any dispute or problem arising during the selection procedure

X. Terms of engagements

1. The appointment of the candidate shall be done by the Deputy Director of Agriculture based on the recommendation of the selection committee
2. The recommendations of the selection committee and the decision of the Collector shall be final and binding on everybody
3. The appointment is completely temporary in nature
4. The appointment shall be done for 1 year in the beginning and then may be extended further based on the performance

Annexure I
Application form



To,
The Deputy Director of Agriculture,
South Bastar Dantewada, (C.G.)

1. Name of the Post for which the application is being submitted:
2. Full Name of the Applicant:
3. Gender:
4. Father's /Husband's Name:
5. Category (SC/ST/OBC/General):
6. Date of Birth:
7. Permanent Address:

8. Address for Correspondence:

9. Mobile no:
10. Educational Qualification: (Please mention details of education of 12th and onwards)

Degree	Year of Passing	University/Institute/Board	Percentage/CGPA

11. No. of Years of overall working experience :

12. Please write in brief about your profile and relevant working experience(Related to Sustainable Agriculture/Organic Farming/Traditional Seeds Conservation) (Maximum 200 words) :

13. Are you currently employed with any Government/Semi Government Organization? (If yes, please submit the NoC issued by the concerned authority):

14. Have you ever been indicted by any Court for any criminal offence or if any criminal case is under process against you in any court of police station? (If yes, please provide the details) :

Affidavit

I hereby declare that the information produced by me and the documents submitted are true and correct to the best of my knowledge. I undertake that, if any of the information produced by me is found to be untrue, I will be liable for any action that the selection committee takes against me

Date:

Place:

Signature of the Applicant:

Name of the Applicant: