

Job Title: Program Associate, Publication, Bhubaneswar

Location: Bhubaneswar

Last Date of Application: 25th January, 2018

Vasundhara is a non-governmental, non-profit knowledge and advocacy group that works on issues of natural resource management and sustainable rural livelihoods. It has primarily focused on community forestry issues with a focus on research on institutional dimensions of community forestry. The organization advocates facilitation of policy changes for sustainable community-based forest management systems through policy advocacy, research and documentation, capacity building and networking. In the present context, Vasudhara's work is highly regarded at the state and national levels on the Forest Right Act, 2006, a landmark legislation that promises to address historical injustices faced by schedule tribes and other traditional forest dwellers living on forest land.

We are looking for a person with a Masters' Degree in Mass Communication with 5 years of experience in publication and/or journalism or Masters' Degree in Social Science / Social Work / Rural Development with at least 7 years of post-qualification experience/graduation with 7 years of post-qualification experience. Good Knowledge of English and Odia languages is necessary. Knowledge of Hindi and any Tribal Language of Odisha will be an added advantage. Computer skills should include publication software, Word Processing, Spreadsheet, and Presentation Packages.

Vasundhara is an equal opportunity employer. Women and SC/ST candidates are especially encouraged to apply. Please apply to vasundharanr@vasundharaorissa.org. Last date for receiving completed applications is **25th January, 2018**. Applications should have < **Program Associate, Publication, Bhubaneswar, Vasundhara**> as the subject line with **Covering Letter & CV in one Word File** along with the past research work, if any and also name of two reference persons.

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Duration: Initial contract for 6 months (Renewable based on performance and requirement)

Remuneration: Salary will be negotiable based on experience and qualification

Reporting: Team Leader, Publication

Detailed Job Description and Key Responsibilities

Scope of the Position:

- Publication works in English and Odia. Knowledge of publication in Hindi will be of added advantage
- Support to teams in monthly, interim, annual report and other reports preparation

- Support in preparation of report for meetings, workshops, trainings, consultations etc
- Support in developing IEC materials, Infographics, factsheets and other such kinds of materials
- Support in designing of Vasundhara website, maintenance, and updating
- Documentation of learning from ground for sharing with other Civil Society Organizations, Institutions and groups with similar interest
- Social media interaction and content generation.

For more information about Vasundhara's work, please visit [**www.vasundharaorissa.org**](http://www.vasundharaorissa.org),
[**www.fra.org.in**](http://www.fra.org.in)