Manager - Rural Development Projects - CSR
Hyderabad

Job Description

Youth for Seva is seeking a dynamic and motivated individual to join our team as the Manager to lead Rural Development projects. The ideal candidate will be responsible for developing and overseeing detailed project plans, proposal preparation & presentation, project management, team management, stakeholder (corporates/donors/sponsors, partner NGOs, community members) engagement, timelines, and budgets, etc.

This role requires excellent organizational, communication, and interpersonal skills.

Roles & Responsibilities:

- **Project Proposal Development & Planning**
    1. Develop detailed project proposals, including activities, timelines, budgets, and expected outcomes, and present them to corporate sponsors.
    2. Incorporate sponsor feedback and develop comprehensive project plans for effective implementation.
- **Project Implementation & Management**
    1. Oversee the end-to-end implementation of rural development and CSR projects, ensuring adherence to committed activities, timelines, budgets, and deliverables.
    2. Coordinate with corporate sponsors, donors, partner NGOs, government institutions, and community stakeholders**.**
    3. Conduct field visits to monitor progress and address implementation challenges.
- **Team Management**
    1. Recruit, train, and manage project coordinators and field assistants.
    2. Provide ongoing guidance and capacity-building support while monitoring team performance and accountability.
- **Stakeholder Engagement**
    1. Build and maintain strong relationships with corporate partners, NGOs, and community stakeholders.
    2. Organize periodic review meetings to ensure alignment, resolve challenges, and facilitate effective collaboration**.**
- **Monitoring, Evaluation & Reporting**
    1. Develop monitoring tools to track project activities, progress, and outcomes.
    2. Coordinate baseline and endline assessments to measure project impact.
    3. Prepare progress reports, impact reports, case studies, and success stories for sponsors and stakeholders.
- **Risk Management & Compliance**
    1. Identify project risks and implement appropriate mitigation strategies.
    2. Monitor budget utilization and ensure compliance with organizational policies, CSR commitments, and donor requirements.

Qualifications and Skills

Selection Criteria

- Minimum **6 years** of relevant experience in CSR, rural development, social development, or project management.
- Proven experience in project proposal development, budgeting, implementation, and team management.
- Strong stakeholder management, communication, monitoring, and reporting skills.
- Willingness to undertake field visits and travel as required.
- Must be fluent in Kannada.

Education	Bachelor's degree or Master's degree in Social Work (MSW), Rural development or related field.
Experience	Minimum 6 experience.
Languages needed	Fluency in Telugu and English (written and spoken)
Location	Hyderabad.
Skills Required	• Strong project management skills, including planning, execution, and monitoring. • Excellent communication and interpersonal skills for stakeholder engagement. • Proficiency in data analysis and report writing. • Familiarity with participatory methods and rights-based approaches. • Ability to manage budgets and financial reporting.
Other Requirements	• Min. 2 to 3 years' experience in a managerial position • The person should be ready to travel as the work requires 30-40% field work. • Work timing will be 9.30 AM to 6.00PM

If you are interested, please send your resume to recruitments@youthforseva.org with the subject line "Your Name_Applying for the Role of Manager - Rural Development Projects - CSR" OR apply through our Youth For Seva Careers Page.