

## **Deadline extended due to Covid-19**

Since we first announced these vacancies, Covid-19 cases in Manipur have shot up with over 70 returnees from other states found positive for the virus. As a result, many qualified candidates have been busy assisting the returnees, managing quarantine facilities, and ensuring essential services were delivered during the renewed lockdowns. To respect their efforts, and to extend the opportunities to those who have recently returned home, we have extended the deadline for Associates and Junior Associate positions until 30 June 2020. We have so far interviewed candidates based in seven districts who can cover up to 12 districts amongst them, but we are looking for more. Apply by sending your CV as explained below.

### **Role Profiles**

**Job Titles:** - Associates and Junior Associates

#### **Overview:**

MaolKeki Foundation is a pioneering organization established with the purpose of catalysing positive development in Manipur, India. The Foundation has trained over 1,500 farmers in Manipur, and provided last-mile health assessments to over 2,500 farmers and their families. In collaboration with the Agri Entrepreneur Growth Foundation, Maolkeki Foundation recently launched an Agri Entrepreneur Program to connect agri-entrepreneurs to smallholder farmers across Manipur. In early 2020, the Foundation successfully completed a detailed study of the mushroom value chain in Manipur with concise recommendations to professionalize the crop. This study was released by the Chief Secretary of Manipur at a key function in February 2020.

The Foundation is in the process of establishing a team in anticipation of funding for an expanded value chain study covering multiple crops in all 16 districts of Manipur. The study will cover one primary crop in each district, conduct an extensive value chain study of the identified crop, assess the impact of Covid-19 and make recommendations for improving the value chain, increasing resilience post-Covid-19 and propose potential investment options for public and private institutions in the state.

For implementing the above-mentioned study, MaolKeki Foundation is looking to recruit four Associates to be based strategically across Manipur and 16 Junior Associates, one per district. These individuals will be led by a Study Coordinator and supported by a Technical Advisor and an Agricultural Data Specialist. The desired skills and experiences have been described in the following Role Profiles.

## **Associates**

**Locations:** Four Associates located strategically across Manipur

**Contract:** Contract will be for the duration of the study, currently anticipated to be six months.

**Compensation:** Base salary with insurance allowance, mobile data package and Travel & Expenses (pre-approved) will be covered.

### **Description of role:**

- 1) The Associate will be the interface between the Study Coordinator and the Junior Associates
- 2) The Associate will liaise with the Technical Advisor to provide technical support related to the crops under study
- 3) The Associate will ensure that the Junior Associates are carrying out their assignments, gather daily reports, and formally update the team on a weekly basis
- 4) She/ He has to coordinate with public and private stakeholders to identify key players to interview for the study
- 5) She/ He will support the drafting of the questionnaires for the market surveys for the farmers, traders, processors, and consumers.
- 6) She/ He will report their own market surveys via a mobile app as well report back on general observations and findings in a timely and regular manner, while ensuring the Junior Associates do the same
- 7) She/ He will support the Agricultural Data Specialist in analysing the data collected and in writing reports to summarize the data, the findings and key insights with recommendations
- 8) She/ He will work on finalising a business model to enhance and professionalize the specific crop value chain based on the findings from the market surveys

### **Eligibility:**

- 1) Graduate, with knowledge in Agriculture or Horticulture preferred
- 2) She/ He should be willing to travel 50km - 100km a day on a regular basis to cover the project areas, to assist the Junior Associates, engage with farmers and others in the value chain and by local conveyance
- 3) The person must be self-motivated and willing to work in a developing, unstructured, environment with a problem-solving attitude
- 4) Strong relationship and communication skills
- 5) This project demands fluency in Manipuri as *lingua franca* or English with fluency in any of the local Manipuri language(s) a strong plus
- 6) Basic Computer skills is a must

Please send your CV to [contact@maolkekifoundation.org](mailto:contact@maolkekifoundation.org) with the subject as “Associate – VC Study” before 31<sup>st</sup> May.

## **Junior Associates**

**Location:** One per district, 16 in total

**Contract:** Contract will be for the duration of the study, currently anticipated to be four to six months.

**Compensation:** Base salary with insurance allowance, mobile data package and Travel & Expenses (pre-approved) will be covered.

**Description of role:**

- 1) The Junior Associate must work closely with the Associate to align on the study needs and carry out field data collection as defined by the study
- 2) She/ He must be adept at using smartphone apps as data will be collected on a mobile app with GPS tags

**Eligibility:**

- 1) Undergraduate degree, knowledge in Agriculture or Horticulture preferred
- 2) She/ He should be willing to travel 50km a day to engage with farmers, traders, processors, consumers by local conveyance
- 3) The person must be self-motivated and willing to work in a developing, unstructured, environment with a problem-solving attitude
- 4) Good relationship and communication skills
- 5) This project demands fluency in the prevalent language(s) in the district with good Manipuri as *lingua franca* or English a must
- 6) Basic Computer skills is necessary to communicate and enter data

Please send your CV to [contact@maolkekifoundation.org](mailto:contact@maolkekifoundation.org) with the subject as “Junior Associate – VC Study” before 31<sup>st</sup> May.