

Job Title: **Project Manager**

Location: **Ramnagar Chitrakoot, Uttar Pradesh**

Position Type: Full Time

About AROH Foundation

AROH Foundation is a leading ISO 9001:2015 certified NGO in India working across 18 states to strengthen government welfare and CSR programmes through end-to-end project planning and implementation. With over two decades of experience, AROH focuses on the sustainable development of marginalized communities in areas such as education, skill development, livelihoods, health, sanitation, and natural resource management, and has directly benefited over one lakh people through flagship programmes such as Padho Aur Badho, Garima, Udaan, DDU-GKY, Sampoorna, SBI Gram Seva, and HDFC Parivartan etc.

Job Description:

The Project Manager will be responsible for planning, executing, and monitoring all activities under the HRDP (Holistic Rural Development Programme) Project. The role involves ensuring timely implementation, quality delivery, stakeholder coordination, and achievement of project outcomes related to livelihood, health, renewable energy, and community development initiatives.

Key Responsibilities

1. Project Planning & Implementation

- Develop detailed project implementation plans, timelines, and activity schedules
- Ensure smooth execution of project components such as solar interventions, SHG formation, farmer groups, health awareness, and livelihood activities
- Monitor field-level activities and ensure adherence to project guidelines

2. Team Management

- Supervise and guide field staff, coordinators, and community mobilizers
- Conduct regular team meetings, reviews, and capacity-building sessions
- Ensure proper task allocation and performance tracking

3. Monitoring & Reporting

- Track progress against project indicators and targets
- Prepare monthly, quarterly, and donor reports with qualitative and quantitative data
- Maintain proper documentation, case studies, and success stories

4. Stakeholder Coordination

- Liaise with local authorities, representatives, community leaders, and partner organizations
- Maintain strong relationships with donors and stakeholders
- Facilitate community participation and ownership

5. Quality Assurance & Compliance

- Ensure all project activities meet quality standards and timelines
- Maintain compliance with statutory, donor, and organizational requirements
- Conduct field visits for verification and impact assessment

6. Capacity Building & Community Development

- Strengthen SHGs, Farmer Groups, and community institutions
- Promote sustainable livelihood practices and renewable energy solutions
- Organize trainings, workshops, and awareness campaigns

Required Qualifications & Experience

- Graduate in Social Work, Education, Rural Development, Management, or a related field.
- Minimum **5 years of experience** in youth development, Holistic Rural Development Programme, education, or community projects.
- Experience in mobilizing and working with rural or semi-urban youth is preferred.

Skills & Competencies

- Good communication and interpersonal skills.
- Ability to work with youth from diverse backgrounds.
- Strong organizational and reporting skills.
- Basic computer knowledge (MS Word, Excel, email).

Salary & Benefits

- **Monthly Salary:** ₹40,000
- **Travel Allowance (TA):** Extra, as per organizational norms

Language Requirements

- Proficiency in **Hindi, and English** is mandatory for effective communication with youth, community members, and stakeholders.

How to Apply:

Interested candidates who meet the qualifications are invited to submit their resume along with a photo detailing their relevant

experience and why they are passionate about rural development in Ferozepur, Punjab. Please go to the link <https://aroh.in/Home/career> to apply for the above mentioned position.

The deadline for applications is 5th April 2026

We thank all applicants for their interest in AROH Foundation, but only those selected for an interview will be contacted.