



## Project Manager (1 Position)

**SBIF CONSERW: VIBHA – Renewable Energy Solutions in Ghoramara Island (Sunderban), South 24 Parganas, West Bengal**

<b>Job Title</b>	<b>Project Manager</b>
Location	Ghoramara Island, South 24 Parganas, West Bengal
Type	Full time
Project Duration	2 Years (2026–2028)
Monthly Salary	INR 25,000

### About SEED:

SEED (Society for Socio-Economic & Ecological Development) is a Kolkata-based non profit organisation working for over two decades in the climate-vulnerable Sundarbans region. SEED implements integrated programmes across renewable energy, climate-resilient livelihoods, water and sanitation, child development, women's empowerment and ecosystem restoration. To date, SEED has positively impacted more than 3.66 lakh people, building community-led resilience in one of India's most fragile ecological landscapes.

### About the Project:

SBIF CONSERW: VIBHA aims to address chronic energy poverty in Ghoramara Island by providing decentralized solar solutions to off-grid, climate-affected communities. The project will:

- Install 380 solar home lighting systems for vulnerable households
- Install 170 solar streetlights in public spaces across 7 villages
- Train 70 women in solar micro-enterprise and repair services
- Train 35 youth under a Solar Youth Cadre for operation and maintenance
- Establish 2 community-based Solar Repair Units
- Form and strengthen Solar User Groups (SUGs) for governance and sustainability

The project integrates clean energy access with women's entrepreneurship, youth skills and community ownership to ensure long-term functionality beyond the grant period.

### Position Overview:

The Project Manager will be responsible for the end-to-end management of the SBIF CONSERW: VIBHA project. This includes planning, coordination, field execution, team supervision, community engagement, donor reporting and sustainability planning. This is a hands-on, field-intensive leadership role based in a remote island, requiring strong coordination across technical experts and community institutions.

### Qualifications and Experience:

- Master's degree in Social Work, Rural Development, Environmental Studies or a related discipline.
- Minimum 3–5 years of experience in managing community-based development projects.
- Prior experience in renewable energy especially solar is preferred.
- Prior work experience in the Sundarbans or similar remote geographies is a strong advantage.



### **Skills & Competencies:**

- Strong field leadership with the ability to work independently in remote settings.
- Excellent coordination, planning and problem-solving skills.
- Fluency in Bengali is essential; working knowledge of Hindi and English required.
- Strong documentation, reporting and stakeholder communication skills.
- Sensitivity to gender, inclusion and community-led development approaches.
- Physically fit and adaptable to challenging terrain, weather conditions and travel by boat and foot.

### **Working Conditions:**

- Residential posting at SEED's facility in Raypara Village, Ghoramara Island.
- Candidate will arrange their own food; accommodation will be provided.
- Role requires regular village visits and occasional work on weekends as per project needs.

### **Key Responsibilities:**

#### 1. Project Planning & Implementation

- Lead day-to-day implementation of all project components, including solar home systems, solar streetlights, training programmes and repair unit setup.
- Ensure adherence to the approved logframe, timelines, outputs and quality standards as committed to SBI Foundation.

#### 2. Team Supervision & Coordination

- Supervise and guide field staff including Community Mobiliser and Solar Technician.
- Conduct regular field reviews, planning meetings and performance tracking of the project team.
- Facilitate smooth coordination between SEED's central team, technical advisors and on-ground staff.

#### 3. Community Mobilisation & Institution Building

- Lead baseline survey for beneficiary identification and site identification.
- Support formation and strengthening of Solar User Groups, Women-led Solar Repair Units and the Solar Youth Cadre.
- Ensure inclusion of women, climate refugees, persons with disabilities and other vulnerable households as per project criteria.

#### 4. Capacity Building & Training Oversight

- Oversee planning and execution of training programmes for women and youth on solar repair, safety, enterprise development and governance.
- Ensure training quality, documentation and post-training engagement of participants.
- Support women trainees in exploring livelihood pathways such as fee-based services, minor repairs, and solar awareness facilitation.

#### 5. Monitoring, Documentation & Reporting

- Ensure accurate and timely collection of data on installations, functionality & training outcomes.
- Prepare monthly and quarterly reports and success stories.
- Maintain compliance with SBI Foundation's reporting, branding and documentation requirements.



## 6. Donor Liaison & Representation

- Act as the primary point of coordination with SBI Foundation for project updates, reviews and field visits.
- Support audits, third-party evaluations and impact assessments as required.
- Represent SEED in meetings and official forums related to the project.

## 7. Sustainability & Exit Planning

- Support operationalisation of the Community Energy Fund, repair units and local maintenance systems.
- Facilitate linkages with MSMEs and solar vendors for long-term sustainability.
- Contribute to exit planning, handover processes and scale-up documentation for future replication.

### **Application Process:**

Interested candidates should submit:

- Updated CV with contact details of two professional references
- A brief Statement of Purpose (maximum 300 words) outlining relevant experience and motivation
- Applications to be sent to: [seed.naktala@gmail.com](mailto:seed.naktala@gmail.com) and cc to [alima@seedin.org](mailto:alima@seedin.org) and [mrinal@seedin.org](mailto:mrinal@seedin.org)



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