

GOVERNMENT OF NAGALAND
Office of the Society for Climate Resilient Agriculture in Nagaland (SoCRAN)
ELEMENT, NAGALAND PROJECT- WORLD BANK
NAGALAND: KOHIMA

NO. ELE-WB/ESTT-1/2/2025

Dated Kohima, the August, 2026

ADVERTISEMENT

The “*Enhancing Landscape and Ecosystem Management*” (**ELEMENT- WORLD BANK**), Nagaland Project invites applications for filling up the following contractual engagement of qualified professionals for the following positions:

Sl. No	Name of Post	No. of Post	Max Age	Place of Posting
1.	Natural Resource Management Expert	1	35	Phek/Meluri
2.	Livelihoods, Marketing and Value Chain Expert	1	35	Phek/Meluri
3.	M&E/MIS and Documentation Expert	1	35	Phek/Meluri
4.	Community Financial Management & Procurement Expert	1	35	Phek/Meluri

Details of the advertisement and application form can be obtained from ELEMENT Project website www.elementnagaland.in. Applicants are advised to refer to the ‘**Instructions and Guidelines**’ and ‘**Terms of Reference**’ given in the website before submitting the application.

Application in the prescribed form with CV and supporting documents should be sent by email at elementnagaland.hr@gmail.com on or before **19th August, 2026, by 4:00 PM**. Applications will be accepted online only. Shortlisted candidates fulfilling the requirements outlined as per the ToR shall be called for a written examination, the details of which will be notified at a later date.

Sd/-
(KUMAR RAMNIKANT) IAS
Project Director, ELEMENT

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GENERAL INSTRUCTIONS & GUIDELINES FOR THE APPLICANTS

1. Applications must be furnished in the prescribed format only. Write clearly the CODE number of the position applied for in the format.
2. Only one application shall be entertained from one person.
3. Candidates fulfilling the requisite qualification and experience must submit the Application Form along with education and experience certificates at **elementnagaland.hr@gmail.com**
4. Candidates already under employment in any Government Department/Organizations/ PSUs should apply through concerned controlling authority and submit NOC.
5. Applications shall be shortlisted according to approved evaluation criteria. Admit card for the driving test and interview shall be share through email.
6. The shortlisted candidates shall follow the following recruitment process for which dates for all recruitment stages shall be communicated through email and will be uploaded in the elementnagaland website:

Sl. No	Position	Recruitment Process
1.	Natural Resource Management Expert (Two Stage Process)	• Written Test • Interview (with a 3:1 ratio)
2.	Livelihoods, Marketing and Value Chain Expert (Two Stage Process)	• Written Test • Interview (with a 3:1 ratio)
3.	M&E / MIS and Documentation Expert (Two Stage Process)	• Written Test • Interview (with a 3:1 ratio)
4.	Community Financial Management & Procurement Expert (Two Stage Process)	• Written Test • Interview (with a 3:1 ratio)

7. Only shortlisted candidates shall be invited for the personal interview.
8. The candidates shall bring original documents at the time of Personal Interview.
9. Last date of submission of applications is **19th August 2026, by 4:00 PM.**
10. Offer letters will be sent to selected candidates through email and subject to general health check-up and verification of antecedents.
11. The selected candidates will give an undertaking regarding acceptance of the terms and conditions of the offer and will initially be engaged for a period of one year purely on contractual basis, which may be extended depending on their performance.
12. Further, the services of contractual employees, which may be intermittent in nature, shall be co-terminus with the project.
13. The engagement shall not confer any right to a regular appointment at any time in the SoCRAN - ELEMENT Project, Nagaland or any other State Government Organizations. The engagement will be purely temporary in nature and shall not invite any legal recourse now or in the future.
14. The provisions for Human Resource Manual of ELEMENT Project, Nagaland shall be the guidelines for such engagements.

Details of vacancies for ELEMENT Project

A. State Project Management Unit (SPMU):

S. No.	Position	Number of Post	Monthly Remuneration (₹)	Max Age	Qualification	Required Experience	CODE Number
1.	Natural Resource Management Expert	1	30000/-	35	- M.Sc. with subject specialization in Soil & Water Conservation (SWC) or - B.Sc. Forest/Agriculture/Horticulture/B.Tech Agriculture engineer.	1 year of work experience related to SWC/forestry/agriculture/agriculture engineer/Horticulture for candidate with degree in M.Sc. subject specialization in S&WC or - Min. 2 years or more of work experience related to SWC/Forestry/Agriculture Engineer/Horticulture for candidates with degree in B.Sc forestry/agriculture/horticulture/B.Tech Agriculture Engineer.	ZMU9
2.	Livelihoods, Marketing and Value Chain Expert	1	30000/-	35	B.Sc. Agriculture, Horticulture or BBA	Min 2 years or more work experience related to livelihoods/marketing and or Value Chain.	ZMU10
3.	M&E / MIS and Documentation Expert	1	30000/-	35	Graduate	Min 2 years of work experience in monitoring, evaluation, database entry with basic skills in Microsoft office, documentation and reporting.	ZMU11
4.	Community Financial Management & Procurement Expert	1	30000/-	35	B.Com / M.Com. or MBA- Finance.	Min 2 years or more experience in the field of finance/Procurement.	ZMU12

Terms of Reference: NRM Expert

Position Title: Natural Resource Management Expert

Reporting Authority: District Coordinator

Work Location: Assigned District

Required Qualification:

- M. Sc with subject specialisation in Soil and Water Conservation (SWC) or B.Sc. Forestry / Agriculture/ Horticulture/ B. Tech Agriculture Engineer.

Required Experience:

- 1 year of work experience related to SWC/Forestry/ Agriculture/ Agriculture Engineer/Horticulture/for candidate with degree in M.Sc. subject specialisation in S&WC or
- Min. 2 years or more of work experience related to SWC/Forestry/ Agriculture Engineer/Horticulture for candidates with degree in B. Sc Forestry/ Agriculture/ Horticulture/ B. Tech Agriculture Engineer.

Roles and Responsibilities:

- Conduct/Facilitate community mobilization, PRA exercises and any form of community stakeholder consultation as required for developing Community Landscape Management Plans (CLMP).
- The Expert/s will be responsible for assisting and providing technical inputs to the VMC in preparing the Community Landscape Management Plans (CLMP) based on consultation with all the relevant stakeholders and in supervising its implementation.
- Carry out technical surveys and site verification for Soil and Moisture Conservation, Forest, Agriculture and allied activities as and when required and document appropriate best practices in community-based approaches to and share with the teams for planning of the project.
- Identification of strategic locations / areas for specific interventions (e.g. areas for forestation, agroforestry, water conservation methods etc.)
- Carry out monitoring and data collection surveys on need-basis frequency to all the project implemented sites for biodiversity, forest, water and soil conservation.
- Document, compile and verify the technical notes/ data and information collected on the field and share with the ZMU / SMPU as and when required.
- Update and verify multiple registers/MIS portal for updating data collected from the project sites, including use of smartphone apps as directed.
- Attend trainings, seminars and any workshops related to biodiversity, forest, agriculture & allied and water and soil conservation.
- Conduct assessment of technical requirements for implementation of activities and prepare schedule of activity – wise technical support to the VMC during implementation.
- Provide technical expertise and strategic guidance to the VMC and other stakeholders in the villages during implementation of Natural Resource Management activities.
- Assist and supervise the VMC in implementing activities related to any biodiversity, forest, Agri & allied and soil and moisture conservation sectors, ensuring that the targets as per AWP are met and adheres to the guidelines as per Environmental and Social Management Framework (ESMF).
- Closely coordinate and effectively communicate among the VMC, District Coordinator, ZMU and the SMPU for any project related activities, surveys and share any relevant documents as and when required.
- Ensure any activities as planned under the project are being done as per the cost norms and are strictly followed by the VMC.
- Ensure timely preparation, verification and submission of reports and any other related documents as per the project reporting compliances.
- Conduct regular verification and monitoring during site visits and capture the required data.
- Maintain close coordination with the Village Animators, District Coordinators and all the project stakeholders in mobilizing communities for carrying out implementation and maintenance activities.

- Provide hand holding support to the communities during any conflict or issues related to land.
- Provide relevant technical guidance, as and when required.
- Ensure strict adherence to national regulations and the project's Environmental and Social Management Framework (ESMF), with diligent application, documentation, and reporting of all related procedures.
- Oversee the proper set up and maintenance of nurseries, following established protocols and guidelines.
- Facilitate/prepare the Community Landscape Management Plan and its sub-plans with annual physical and financial targets.
- Any other tasks assigned by the District Coordinator, Zonal Project Officer or State Project Management unit

Terms of Reference: Community Financial Management & Procurement Expert

Position Title: Community Financial Management & Procurement

Reporting Authority: District Coordinator

Work Location: Assigned District

Required Qualification:

- B.Com./M.Com. or MBA- Finance

Required Experience

- Min. 2 years or more work experience in the field of Finance/ Procurement

Roles and Responsibilities:

- Supervise the VMC on adherence to the various provisions of the agreement signed between SPMU & VMC.
- Capacity building of the VMC in community procurement-related activities as per the Community Operation Manual (COM) of ELEMENT Project.
- Provide timely feedback to SPMU/ ZMU on the procurement activities carried out at VMC.
- Assist VMC in conducting community procurement as per the procurement guidelines and the COM of ELEMENT Project.
- Compile and record all procurement activities of the VMC and submit monthly/quarterly procurement report.
- Record any procurement-related complaints and forward them to higher authority as per the GRM of the project.
- Assist VMC to maintain their books of accounts as per the Financial Management Manual and the COM of ELEMENT Project
- Provide training to VMC Finance Secretary.
- Monitor and check books of Account, Cash Book, Ledger and Cheque book.
- Submission of financial monthly/quarterly/annual report.
- Facilitate/prepare the Community Landscape Management Plan and its sub-plans with annual physical and financial targets.
- Assist the VMC in conducting social audit process.
- Monitor distribution process and assist in maintaining record.
- Track budget vs actual expenditure and provide report for target tracking.
- Any other tasks assigned by the District Coordinator, Zonal Project Officer or State Project Management Unit.

Terms of Reference: Livelihoods, Marketing and Value Chain Expert

Position Title: Livelihoods, Marketing and Value Chain

Reporting Authority: District Coordinator

Work Location: Assigned District

Required Qualification:

- B.Sc. Agriculture, Horticulture or BBA

Required Experience:

- Min. 2 years or more of work experience related to Livelihoods/ Marketing and/or Value Chain

Roles and Responsibilities:

- The Livelihoods, Marketing and Value Chain Expert shall be responsible for awareness generation on Component 3 and facilitating the overall implementation of value chain and convergence activities.
- Undertake systematic mapping of value chain products across project villages and identify and facilitate the formation of suitable product and commodity-specific clusters for value chain development.
- Support Village Management Committees (VMCs) and Producer Groups/ Community Groups in undertaking key value chain activities such as sustainable collection, storage, primary processing, traceability, certification and establishment of Common Facility Centres and related infrastructure as per value chain requirements.
- Engage with Service Providers (Agencies) to build the capacities of Producer Organizations (POs) and enterprises in financial literacy, business plan preparation, and enterprise management at the community level.
- Support in facilitating development of market linkages to support producers of HVFPs with improved market access. Assist to roll out value-chain based interventions for forest and nontimber forest products (NTFPs), agroforestry, ecotourism, and other community-based enterprises.
- Promote financial inclusion through self-help groups (SHGs), and producer organizations.
- Support value chain analysis and market assessments for key commodities and forest products.
- Support branding, packaging, and promotion of local products for better marketability.
- Provide trainings to target beneficiaries related to Value Chain and Ecotourism.
- Identify and inform the project on potential ecotourism sites and circuits.
- Support eco-tourism and nature-based solutions through need-based assessments, stakeholder consultations, policy development and establishment of one to two approved eco-tourism sites and circuits under Component 3.2.
- Support in implementation of approved ecotourism activities as informed by the project, with support from the VMC Sub-committee – Ecotourism Management Committee.
- Maintain close liaison with VMC Sub-Committees - Community Resource Management Committee (CRMC), Ecotourism Management Committee (EMC) and Village Animators in implementation of Value Chain and Ecotourism activities.
- Identify and record beneficiaries of value chain activities in close coordination with Village Management Sub-Committees – Community Resource Management Committee (CRMC), Ecotourism Management Committee (EMC) and Village Animators. Document lessons learned, innovations and success stories and report findings to the Zonal Management Unit (ZMU) 3 (three) times per quarter to support the preparation of value chain research products.
- Collaborate with the Monitoring & Evaluation team to ensure input, output and outcomes are tracked and aligned with project goals.
- Facilitate/prepare the Community Landscape Management Plan and its sub-plans with annual physical and financial targets
- Any other task assigned by the District Coordinator, Zonal Project Officer or State Project Management Unit.

Terms of Reference: M&E/MIS and Documentation Expert

Position Title: M&E/MIS and Documentation

Reporting Authority: District Coordinator

Work Location: Assigned District

Required Qualification:

- Graduate

Required Experience:

- Minimum 2 years of work experience in monitoring, evaluation, database entry with basic skills in Microsoft Office, documentation and reporting.
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Roles and Responsibilities:

- Coordinate with STP and project teams to collect, validate, analyse, and report data.
- Conduct periodic monitoring visits to project sites to verify progress and assess field-level implementation quality.
- Prepare monthly, quarterly and annual M&E reports, highlighting progress, challenges, lessons learned, and recommendations for course correction.
- Facilitate mid-term, end-term reviews, impact assessments, and contribute to external evaluations and audits.
- Train project teams and Village Animators on data requirement, data entry and use, as per the requirement of the project data.
- He/she shall be responsible for addressing and resolving any issues arising from the project made application subsequently collecting the related information/data from the VMC as and when need arises.
- Document all key project processes, activities, field stories, case studies, and innovations in a structured manner.
- Assist in any kind of multimedia documentation (photos, videos, animations).
- Liaise project team community institutions to ensure effective implementation of M&E and MIS processes at the field level
- Facilitate technical support and capacity-building trainings community
- Actively Participate in any project related meeting, missions and support the project's M&E progress
- Monitor the Community Landscape Management Plan activities, its indicators with annual physical and financial targets.
- Any other tasks assigned by the Project related to its implementation.

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**Passport Photo
to be Affixed**

APPLICATION FORM FOR STATE PROJECT MANAGEMENT UNIT

Application for the post of _____ (To be filled in block letters)

CODE Number	
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1. Name of Applicant:

2. Father's/Husband's Name:

3. Date of Birth:

4. Sex: Male/Female

5. Marital Status: Married/Unmarried

6. Tribe:

7. Nationality:

8. Correspondence Address:

9. Mobile Number: _____ 10. E-mail: _____

11. Educational Qualification (Attach self-attested photocopy of all the certificates):

Sl. No.	Examination Passed	Board / University /Institute	Year of Passing	Marks Percentage

12. Work Experience (Attach self-attested photocopy of all the certificates):

Sl. No.	Name & Address of Employer	Designation	Period of Service (Mention Date, Month & Year)		Total Period of Service (Years & Months)
			From	To	

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13. Other Qualification / Experience (Attach self-attested photocopy of all the certificates):

14. List of Documents attached:

1.	6.
2.	7.
3.	8.
4.	9.
5.	10.

I, _____ hereby declare that all aforesaid information are correct to the best of my knowledge and I have not concealed any information. In case the disclosures are found to be incorrect, the candidature / appointment shall be cancelled without any assigned reason.

Place:

Signature of Candidate

Date:

***Note:**

- i. Applications will be accepted only through E-mail. No offline applications will be accepted.**
- ii. Incomplete documents and non-fulfilment of qualifications as indicated in the ToRs shall be summarily rejected.**