

**Dr. Panjabrao Deshmukh Organic Farming Mission**  
**Project Management Unit (PMU)**  
**Rajgruha, Gate no-5, Dr. Panjabrao Deshmukh Krushi Vidyapith (PKV)**  
**Akola -444104**

Email- [pdorganicfarmingmission@gmail.com](mailto:pdorganicfarmingmission@gmail.com)

**Invitation of applications for appointment of Specialists and Associates  
on contractual basis**

The Maharashtra government has set up Dr. Panjabrao Deshmukh Organic Farming Mission for promoting organic agriculture in the state by passing a government resolution on 16 October 2018 under the state sponsored scheme of organic farming/poison free farming. The mission will be implemented in the districts of Buldhana, Akola, Washim, Amravati, Yavatmal and Wardha for the promotion of Organic Agriculture on cluster basis. Mission invites applications for appointment of specialists and associates on purely contractual basis for following positions.

Sr.no	Contractual Position	No.of posts	Monthly Remuneration upto Rs.
1	District Mission Manager	6	40000

Details of Terms of Reference (TOR) and application forms are available on the website [www.krishi.maharashtra.gov.in](http://www.krishi.maharashtra.gov.in). or can be obtained from PMU office in personal from address mentioned below.

The interested candidates shall submit their applications in prescribed format along with photocopies of all necessary documents to the address mentioned below by post or Email on address [pdorganicfarmingmission@gmail.com](mailto:pdorganicfarmingmission@gmail.com) till 17<sup>th</sup> March 2020, by 05.30 PM. Project Director of the mission reserves the right to make necessary changes in the number of positions, terms of reference, change in date of submission of application or even cancel the whole selection process without any prior notice.

Sd  
**Project Director**  
**Dr. Panjabrao Deshmukh Organic Farming Mission**  
**Project Management Unit (PMU)**  
**Rajgruha, Gate no-5, Dr. Panjabrao Deshmukh Krushi Vidyapith (PKV)**  
**Akola -44410**

**Dr. Panjabrao Deshmukh Organic Farming  
Mission Project Management Unit (PMU)  
Rajgruha, Dr. Panjabrao Deshmukh Krushi Vidyapith  
(PKV) Akola -444104  
Email- [pdorganicfarmingmission@gmail.com](mailto:pdorganicfarmingmission@gmail.com)**

**Terms of Reference: District Mission Manager**

**Project Background:**

The Maharashtra government has set up a mission for promoting organic agriculture in the state by passing a government resolution on 16 October 2018 under the state sponsored scheme of organic farming/poison free farming. The mission has been named Dr. Panjabrao Deshmukh Organic Farming Mission. The mission will help the farmers in production ,certification, processing and marketing of farm products such as fruits, vegetables, pulses and grains, which would be free from pesticides and insecticides. In the first phase, the mission will be implemented in the districts of Buldhana, Akola, Washim, Amravati, Yavatmal and Wardha and in further stages it will be expanded to whole state of Maharashtra. The mission will focus on human health, soil health and doubling of farmers' income through low-cost technology for enhancing farm income, create a system for recycling of farm waste, create a marketplace for selling of organic farm products and explore export opportunities. A total budgetary provision of Rs.100 crores has been made by the state government for the mission to be implemented in four years period.

**Objectives**

- 1) Restricting the use of chemicals in agriculture by adopting the organic farming methods and improve soil health and human health.
- 2) Capacity building of individual farmers and organic producer groups in onfarm input generation for plant nutrition and plant protection by using organic farming methods and making them self reliant for agricultural inputs.
- 3) 500 organic producer groups to be formed on cluster basis covering nearly 25000 acres (10000 ha) and 12000 farmers in 6 Districts of Vidharbha. Akola, Buldhana, Washim, Amravati, Yavatmal and Wardha.
- 4) Establishment of Cluster Aggregation Centre (CAC) after every 10 producer groups.
- 5) Organic Farming Certification by Participatory Guarantee System (PGS) or Third party certification by accredited certifying agencies.
- 6) Processing and Value addition of Organic produce and developing a market chain with the help of Cluster Aggregation Centre (CAC).
- 7) To prepare an appropriate and strong Exit Plan for proper functioning of producer groups, Cluster Aggregation Centre (CAC) and Farmer Producer

Companies at the end of the project.  
Doubling the farmers income by reducing the cost of production and getting better returns for his organic produce by value addition and processing in 3 years.

### **Scope of Position:**

The assignment involves working with organic farmers, producer groups, Cluster Aggregation Centre (CAC), Farmer Producer Companies (FPO), Non Government Organizations(NGO), Organic Certification Bodies (CB), Regional Councils (RC) of Participatory Guarantee System(PGS), Buyers, Exporters, Private Companies, Agriculture Universities and various Government departments related to Agriculture with an objective of capacity building of farmers in organic agriculture methods, community organization of organic farmers in producer groups and marketing, processing and value addition of organic produce and help the farmers in doubling their income in 3 years

### **Qualifications and Experience:**

#### **Essential qualification and Experience:**

- Minimum qualification required Bachelor of Science in Agriculture or equivalent degree .  
Preferentials
  - Master Degree in Agricultural Science will be desirable
- Work Experiences
  - With total 5 years working experience for promotion/implementation of organic agriculture or related agriculture Projects.
- Knowledge of MS Office is Essential and Knowledge of Marathi is desirable.
- Experience will be calculated as on 1st March 2020.

#### **Desired Competency and Attributes:**

- Ability to recognize complexity, analyze and act – Proactive in identifying issues and bottlenecks with ability to think Out of Box for innovative solutions.
- Intensity, Integrity and Intelligence – Willingness to travel ‘extra mile’ in order to work for communities with the ability to translate knowledge into purposeful action
- Inclusive Approach – Sensitive to needs to vulnerable and marginalized communities and including them in the development process
- Team Player- Thrives working in a large team with the ability to demonstrate leadership skills wherever required.
- Integrative Skills - Understands relevant cross- sectoral areas how they are interrelated;
- Articulate and demonstrate clear results – Possesses effective communication skills to deal with different stakeholders with ability to

achieving objectives in challenging situations

**Duties and Responsibilities:**

- 1) Act as an important link between PMU and cluster aggregation centres (CAC)
- 2) District Mission Manager will be responsible for making reporting arrangements, structures, channels and formats for producer groups, Lead Resource Person (LRP), Master Trainers, Cluster Aggregation Centres (CAC), project implementation agencies (PIA), Certification Bodies (CB) and Regional Councils (RC), including from producer group level to state level reporting and ensure that all the reports are submitted timely. Based on reports District Mission Manager would appraise the Project Director/Deputy Director and Chairperson and Vice Chairperson of Mission Project Management Board (MPMB) and Project Manager.
- 3) Planning, execution and monitoring of the organic producer groups in the cluster through regular field visit and review
- 4) Cluster level planning and roll out of cluster aggregation centre
- 5) Rolling out certification in the clusters
- 6) Support the LRP, Master trainers and Manager Organic agriculture business in development of value addition and market linkage strategies for organic produce
- 7) Development of protocols, package of practices for organic farming. Also, facilitate workshops, consultations necessary for developing the same.
- 8) Mapping of value chains, analyzing value chain competitiveness, project strategy, business plans, and standard operating processes for Producer Enterprises and Producer Groups taking up marketing of organic produce
- 9) Maintain information regarding produce of the Organic producer groups, cluster aggregation centres for marketing (prices and trends), and commodity-wise details.
- 10) Identifying institutional buyers / local buyers, conducting buyer seller meets
- 11) Development of new proposals in organic cluster development
- 12) Developing and executing capacity building plans for the project staff, LRP, Master trainers and producer groups and value chain development
- 13) Develop manuals and guidelines to facilitate implementation of value chain development Identify and document best practices
- 14) Co-ordination with the Project implementation agencies for development and implementation of organic clusters
- 15) Ensuring data collection and entry into MIS for monitoring and evaluation
- 16) District Mission Manager will document the case studies, success stories and innovative models emerging from the clusters initiative of the mission and disseminate them at various platforms. District Mission manager may be required to draft press notes in consultation with the project director/

- deputy director on major milestones achieved in the mission.
- 17) Ensuring systematic maintenance of the mission components related records and documentations for audit and make sure that timely audit is done
  - 18) District Mission Manager will be responsible for liaison with organic farmers, producer groups, Cluster Aggregation Centre (CAC), Farmer Producer Companies (FPO), Non Government Organizations (NGO), Organic Certification Bodies (CB), Regional Councils (RC) of Participatory Guarantee System (PGS), Buyers, Exporters, Private Companies, Agriculture Universities and various Government departments for smooth functioning of mission.
  - 19) Assist the project director/ deputy director, Mission Project Management Board (MPMB) and Project Management Unit (PMU) in achieving the mission objectives .
  - 20) Perform any other duties assigned by the Project Director/ Deputy Director and Chairperson /Vice Chairperson of Mission Project Management Board (MPMB).

#### **Knowledge Dissemination –**

Preparation of knowledge materials related to organic farming methods and practices, Organic farming certification, marketing, storage, processing, packaging and branding of organic products.

Dissemination of best practices and cross learning across clusters, districts and states

Participate in workshops and learning/exchange forums as needed

#### **Travel Requirement**

District Mission Manager will be required to undertake field-visits and tours as per the mission requirements with prior approval of the Project Director/ Deputy Director and outside the state and country with prior permission of Chairperson/ Vice Chairperson of Mission Project Management Board (MPMB).

#### **Duration of the Assignment –**

The contract period of the District Mission Manager is intended for entire duration of the project. However, continuity of the District Mission Manager beyond 11 Months from the date of joining the service as District Mission Manager, shall depend upon his/her performance. The District Mission Manager will have to serve the Mission on full time basis under the overall command of the Project Director/ Deputy Director and Chairperson/vice chairperson of Mission Project Management Board (MPMB).

The Resignation/Termination shall be as per the contract agreement/HR Policy of the Mission.

**Remuneration, payment terms and leave: -**

Depending on the qualifications, experience, competency, and the remuneration/pay package of the last assignment, the consolidated fixed monthly remuneration of the District Mission Manager will be determined and mutually agreed, which could be upto Rs.4.8 lakh per annum. However, for outstanding candidates the range may be extended to some extent.

This annual rate shall be inclusive of all taxes, health/service related insurance, all allowances, cost of accommodation and food , conveyance to attend the office etc.

Taxes as applicable will be dealt with as per applicable laws.

The remuneration may be enhanced on an annual basis, based on the HR Policy of the Mission.

The District Mission Manager will be eligible for annual paid Leave of 12 (twelve) working days, excluding 2 (two) days of restricted holidays. Leave of absence for more than total 14 (fourteen) working days in a year will be treated as leave without pay. Nevertheless, casual leave of more than 5 working days at a stretch will not be granted to District Mission Manager. However, in exceptional circumstances Project Director/Deputy Director may relax this condition.

**Facilities to be provided by the PMU:**

PMU will give access to all the required documents, correspondence, and any other information associated with the project and as deemed necessary. Provide desk space with one laptop /computer and office internet facility may also be provided depending on the intensity of the service, as determined by Project Director/ Deputy Director.

**Reporting and Performance Review:**

- District Mission Manager will report to the Project Manager/ Director/ Deputy Director of PMU on a day to day basis. The quality of service and performance of the District Mission Manager will be reviewed by Project Director/ Deputy Director and will be reported to Government of Maharashtra on a periodic basis and the periodic performance review will be done as per the HR Policy of the Dr.Panjabrao Deshmukh Organic Farming Mission

Dr. Panjabrao Deshmukh Organic Farming Mission  
Project Management Unit (PMU)  
Application form

To  
Project Director

Dr. Panjabrao Deshmukh Organic Farming Mission  
Rajgruha, Dr. Panjabrao Deshmukh Krushi Vidyapith (PKV)  
Akola -444104

Latest Passport Size  
photograph of  
applicant self attested

Subject – Submission of Application for the position: **District Mission Manager**

1) Applicant Details

Name (first-middle-last)	
Date of birth (dd-mm-yyyy)	
Age as on 01/09/2019	
Place of birth	
Gender	[     ] Male [     ] Female
Permanent address	

Current address (If different than permanent address)	
Mobile No.	
Email ID	

\* Note : All further communication will be thro Email , Please take care to mention Valid Email IDs

2) Educational Details (From S.S.C. onwards)

Sr. No.	College/ Institute	University / Board	Qualification	Marks %	Year of passing	Subjects/ Specialization

3) Other Courses / Additional Qualification

Sr. No.	Title of the course / qualification / award	Institute / University	Part Time/ Full Time	Duration	Year of passing

4) Workshops & Trainings Attended

Sr. No.	Name of the Program	Conducted by	Duration	Year

5) Experience Details:



A) General Experience:

Sr. No	Name of Organization	Joining date	Leaving date	Total Experience in Years, Month and Days	Position held	Detailed Role & Responsibilities handled.

B) Details of Relevant Experience:

I) Experience related to Organic Agriculture sector.

Sr. No	Name of Organization	Joining date	Leaving date	Total Experience in Years, Month and Days	Position held	Detailed Role & Responsibilities handled.

II) Experience related to working with Govt. Department or program on leading position.

Sr. No	Name of Organization	Joining date	Leaving date	Total Experience in Years, Month and Days	Position held	Detailed Role & Responsibilities handled.

Summary of Experience

Total work Experience: \_\_\_\_\_ Years \_\_\_\_\_ Months

Total Relevant work experience \_\_\_\_\_ Years \_\_\_\_\_ Months

6) Please write why you find yourself suitable for this position in minimum 200 words:

7) Details of the current / last employment:

Current/Last Employer Name and Place	Per month Salary in Rs.	Annual Salary in Rs.

8) Languages Known

Sr. No.	Languages	Speak	Read	Write
1	English			
2	Marathi			
3	Hindi			
4	Any Other			

Please mention fluency level (Very Good/Good/Poor)

9) Extra-Curricular Activities / Interests

10) Any other information the applicant would like to mention :  
(Research papers, Publications, Membership with professional organizations, International exposure etc.)

11) Computer Skills Details:

1)

- 2)
- 3)

12) References:

Sr. No.	Name	Contact No. and email id
1		
2		

I, the undersigned, hereby declare that all the above information is valid and accurate to the best of my knowledge.

Date:

Place:

Signature



