



Job Title	Project Manager
Location	Jorhat/Karbi Anglong, Assam
Nature of Contract & Duration	Full Time - Till March 2027
Application Deadline	September 02 2026

About the organization:

Dhriiti is a non-profit organization, working for over two decades to provide sustainable entrepreneurship solutions that enable individuals and communities to improve their quality of life. It works to facilitate an ecosystem that recognizes the need to nurture entrepreneurial practices and subsequently adopt, adapt or create systems to ensure they thrive. Dhriiti inspires individuals and communities to design financially, socially and ecologically feasible solutions for themselves and their communities. Our vision is to build a resilient world capable of coping, adapting and bouncing back from financial, social and ecological vulnerabilities using the tools of enterprise and entrepreneurship.

About the Role:

The Project “Youth Engagement towards financial prosperity and self-actualization” is being envisaged as an initiative to enable young people identify issues in their community that impact them, develop solutions and take charge to change the status quo. Using tools of entrepreneurship, the project focuses on anchoring young people in a positive, action oriented approach that not only helps them build livelihood options for themselves but also create employment, address social inequities, deal with climate and other modern day vulnerabilities impacting their region and community. The Project aims to prepare youth as entrepreneurial leaders who build a resilient community and lead the social and economic progress in their region.

With the aim to stimulate the entrepreneurial mindset among young people and inspire them to think creatively about career options, the project measures include intense engagement with youth in the form of workshops, trainings, and dialogues; a section of the sessions and activities will focus on social & ecological themes, this is aimed at helping the youth to build life perspectives and develop their leadership qualities. The project will also engage with local stakeholders including the family to ensure that youth get support from their communities in pursuing their interests and vocation and participating in community platforms to address societal issues.

Key Responsibilities:

- **Project Planning & Implementation**
 - Assist senior management in developing short- and medium-term project plans aligned with the organisation's overall strategy and long-term goals.
 - Implement strategic project plans through the implementation team and partner organisations.
 - Monitor project activities and ensure progress is aligned with approved plans.
- **Youth & Community Engagement**
 - Lead engagement with youth groups at the village level.
 - Organise capacity-building sessions, trainings, events, and other project activities.
 - Support meaningful participation and engagement of local communities.
- **Stakeholder Management**
 - Identify relevant stakeholders and develop effective working relationships with them.
 - Coordinate with partner organisations and other stakeholders to support successful project implementation.
- **Team Management & Reporting**
 - Supervise and guide the program team towards achieving project results efficiently.
 - Document project activities, outcomes, and learnings for internal and external reporting.

- Regularly update the project MIS and maintain accurate project records.

Required Qualifications and skills:

- **Education:**
 - Postgraduate degree in Management, Social Sciences, Social Work, or a related field from a recognised university/institute.
- **Experience:**
 - Minimum 3 years of experience managing or implementing rural development projects in Assam.
 - Demonstrated ability to manage stakeholder relationships, supervise teams, and deliver results with limited resources.
 - Comfortable using technology tools for documentation, reporting, and communication.
- **Language Requirements:**
 - Fluency in English, Hindi & Assamese. Fluency in Karbi will be an added advantage
- **Additional Requirements:**
 - Ability and willingness to travel to interior villages in Karbi Anglong as well to Guwahati and New Delhi
 - Ability and willingness to operate in flexible work timings as per the requirements of the project
 - Experience of working in or leading youth entrepreneurship projects will be an additional advantage
 - Entrepreneurial candidates with demonstrated ability to self-direct and operate in unstructured settings

Required Competencies:

Core Competencies

- **Communication:**
 - Facilitates and encourages open communication;
 - Demonstrates strong ability and skills to communicate with the public.
- **Planning & Organizing**
 - Develops clear goals in line with agreed strategies, identifies priorities, foresees risks and takes actions accordingly.
- **Teamwork**

- Demonstrates the ability to work in a multicultural, multi-ethnic environment and has the ability to maintain effective working relations with people of different cultural backgrounds.
- **Accountability**
 - Takes ownership of all responsibilities and delivers outputs in accordance with agreed time, cost and quality standards.
- **Corporate Competencies:**
 - Demonstrates integrity by modelling the values and ethical standards stood by Dhriiti
 - Promotes the vision, mission, and strategic goals of Dhriiti
 - Facilitates and encourages open communication and strives for effective communication;
 - Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability and maintains effective working relations with people of different national and cultural backgrounds;
 - Treats all people fairly without favouritism.

Functional Competencies:

- Experience and ability to plan & manage implementation of rural development projects.
- Ability to engage and work effectively with youth groups at the village level.
- Ability to organize and facilitate capacity-building sessions, training, and events.
- Ability to manage stakeholder relationships and partnerships.
- Ability to supervise teams and support them in achieving project results.
- Ability to document project activities and results for internal and external reporting.
- Ability to build trust-based relationships and facilitate learning among adult women learners
- Ability to maintain and regularly update project MIS.
- Ability to track progress and document impact.

Remuneration:

The total CTC for this position would be in the range of 3.60 to 4.80 lacs per annum. The opportunity of extension of the contract will depend on the project lifecycle and funding support available.

To Apply:

Please fill out this form to apply for the position. Upload your updated resume and provide a short cover letter describing your relevant experience.

[Application Form](#)

Instructions:

- Upload your latest resume.
- In the cover letter, briefly describe your experience related to this role.

Deadline:

02nd September 2026