



JOB DESCRIPTION

POSITION: Cluster Manager

LOCATION: Maheshwar | Nuapatna

REPORTS TO: Project Manager

LEVEL/GRADE: Manager

About ACCESS:

ACCESS Development Services is a national livelihoods promotion organization with a focus on incubating innovations and developing sustainable models for livelihoods promotion of the poor. To this end, ACCESS is structured uniquely to work at all levels of the value chain – implementing programmes on the ground (Tier I), working with Civil Society Organizations, Government Departments, Corporate sector, and Multilateral / Bilateral Agencies (Tier II) as also undertaking national initiatives to influence and support policy initiatives and strengthening the enabling environment (Tier III). ACCESS, with its head office in New Delhi has a pan-India presence having state offices in 12 states and 34 project offices. More at www.accessdev.org

A short summary about the Project

Living Looms of India (LLI) aims to enhance the livelihoods of 4000 weavers through a clutch of interventions including design development, process innovation and market interventions positioning them in the highest value markets.

Following a “Hub and Spoke” model, ACCESS will establish a business hub in Delhi with expertise and facilities for business development and design interventions, networking, brand development and supply chain management. The spokes will be the various clusters that are promoted.

Interventions in new clusters - Nuapatna (Cuttack, Odisha) and Bankura (Bishnupur, West Bengal):

- Establishment of Common Facility Centers (CFC) (2) and Yarn Bank
- Design and Product Development
- Design development training
- Entrepreneurship Development
- Business literacy, Financial literacy and Digital literacy program
- Strengthening LLI Producer Company
- Sustainable Market Linkages
- Facilitating access to entitlements





Interventions planned for Kota and Maheshwar:

In Kota and Maheshwar, in the second phase, the project will continue intensive engagement with 250 weavers from each cluster (total 500), and add 1000 weavers for indirect support from each cluster (total 2000). The major interventions for these clusters will be: Providing Market linkages to the weavers, Operationalization of the LLI e-commerce portal, strengthen Governance of the LLI Producer Company, and facilitating access to government entitlements.

Eco-system level interventions:

Along with the cluster level interventions, LLI will take leadership role at national level promoting the cause of weavers and the handloom sector as a whole. For this, a slew of activities will be undertaken, prominent among them are: State of India's Handloom Report and a National Handloom Colloquium.

Position Summary:

In this context, ACCESS is inviting applications from self-driven professionals who are interested to take on the role of Cluster Manager and delivering against the objectives of the project. The Cluster Manager will be responsible for timely and high-quality implementation of the project in designated area- either Maheshwar or Nuapatna.

Responsibilities:

- Responsible for planning, execution and management of the project under the guidance of the Project Manager.
- Responsible for reports and returns and accountable for the project deliverables.
- Sample development, inventory management and quality control of products made under the brand LLI
- Setting up the Producer Company and running of the CFC and Yarn Bank at the project location
- Link the beneficiaries to government schemes especially insurance and other similar benefits.
- Responsible for backward and forward linkage (marketing) of the weavers.
- Brand building of the social enterprise's products.

Education & Experience:

Preferably postgraduate in a relevant field, or a management graduate with at least 4 years' experience of working in the field of women empowerment/entrepreneurship/skill development/crafts/handloom/non-farm livelihood activities, especially business development and marketing.



Skills and Competencies:

1. More than 4 years of relevant experience
2. Experience of managing and working in teams
3. Good training skills and have the experience to train weavers in entrepreneurship role.
4. Business knowledge and awareness about the trends in the overall textile market scenario.
5. Self-motivated, ability to flourish with minimal guidance, able to handle uncertainties.
6. Knowledge and ability to handle billing, challan, tax implications (GST & others), returns, banking procedures pertaining to the business.
7. Good communication and interpersonal skills

Travel Requirement

As and when the project demands. Mainly for mobilization, field visits, marketing activities and other procurement related requirements.

COMPENSATION:

The salary range for this position is commensurate to industry standards and will be determined based upon experience set of the candidate and the HR policies of the organization.

ACCESS is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, gender, sexual orientation, gender identity or expression, religion, national origin, marital status, age, disability,

Interested candidates should send an up-to-date CV and cover letter addressing the above requirements to sukhbir@accessdev.org. Only short-listed candidates will be contacted. The deadline is December 4th, 2022.