

Job Responsibilities – Livelihood Officer

1. Mobilize rural youth for skill development and livelihood programmes.
2. Facilitate admissions, documentation, and beneficiary management.
3. Coordinate employment, apprenticeship, and placement opportunities.
4. Organize career guidance and awareness programmes.
5. Monitor skill development and MSCIT training centres.
6. Develop partnerships with Government, NGOs, industries, and CSR agencies.
7. Promote entrepreneurship and facilitate access to Government schemes.
8. Assess local skill needs and plan demand-based training programmes.
9. Track trainee placements and provide post-placement support.
10. Coordinate with Gram Panchayats, EDCs, SHGs, and other stakeholders.
11. Promote sustainable and conservation-linked livelihood initiatives.
12. Prepare reports, maintain project records, and support programme monitoring.
13. Perform any other duties assigned by the Executive Director or competent authority.

Job Responsibilities – Environment Education Officer

1. Design and implement environmental education programmes for schools and communities.
2. Develop educational materials, digital content, and interpretation resources.
3. Organize awareness campaigns, nature camps, field visits, and biodiversity trails.
4. Coordinate environmental events, competitions, and observance of important environmental days.
5. Collaborate with schools, colleges, NSS, NCC, universities, NGOs, and other institutions.
6. Establish and strengthen Eco-Clubs and Green Teacher programmes.
7. Promote sustainable lifestyles, biodiversity conservation, and climate awareness.
8. Conduct outreach programmes for local communities, SHGs, and Eco-Development Committees.
9. Develop partnerships for environmental education, volunteer engagement, and CSR initiatives.
10. Maintain programme records, documentation, reports, and impact assessments.
11. Perform any other duties assigned by the Executive Director.

Job Responsibilities – Wildlife Biologist

1. Develop research concepts and prepare project proposals for wildlife conservation and habitat management.
2. Conduct ecological research, wildlife monitoring, and biodiversity assessments.
3. Undertake field surveys, camera trapping, habitat assessments, and GPS/GIS-based data collection.
4. Maintain research databases, documentation, GIS layers, and scientific records.



5. Analyze ecological data and prepare technical reports, scientific publications, and policy briefs.
6. Support the preparation of Tiger Conservation Plans, habitat management plans, and other conservation documents.
7. Apply GIS, remote sensing, drones, and spatial analysis for conservation planning and monitoring.
8. Conduct studies on habitat restoration, climate resilience, invasive species, and ecosystem management.
9. Coordinate with universities, research institutions, NGOs, and funding agencies for collaborative research.
10. Organize training programmes and provide technical guidance to frontline staff, students, interns, and researchers.
11. Present research findings through seminars, workshops, conferences, and outreach programmes.
12. Perform any other scientific or technical assignments entrusted by the Executive Director or competent authority.

Job Responsibilities – Grassland Ecologist

1. Conduct baseline ecological surveys and habitat assessments of the assigned meadow.
2. Maintain GIS-based meadow maps, grid monitoring, and ecological databases.
3. Prepare and implement site-specific meadow restoration plans.
4. Supervise invasive species removal and native grassland restoration activities.
5. Monitor vegetation, biodiversity, wildlife use, and ecological recovery.
6. Coordinate habitat improvement, soil and moisture conservation, and restoration works.
7. Oversee nursery coordination, native planting, and assisted natural regeneration.
8. Maintain scientific records, GIS data, photographic documentation, and progress reports.
9. Provide technical guidance and capacity building to frontline staff and field teams.
10. Coordinate with Forest Department officers and other stakeholders for project implementation.
11. Evaluate restoration outcomes and recommend adaptive management measures.
12. Ensure compliance with project protocols, safety standards, and promote community participation.
13. Perform any other duties assigned by the Executive Director or competent authority.

