



## INTEGRATED MOUNTAIN INITIATIVE (IMI)

**Position:** Project Lead

**Location:** New Delhi, India

**Reporting:** Programme Coordinator

### About IMI:

Conceptualised as a platform for individuals and institutions to redefine the architecture of sustainable development in the Indian Himalayan Region (IHR), the Initiative brings all stakeholders together for understanding the issues holistically, providing policy advocacy and enabling people to realize the potential through integration of knowledge and experiences of multiple stakeholders. IMI enables knowledge sharing, experiential learning and consensus building among communities, change-makers, academics and policy makers to enable development action.

IMI is looking for young, bright and committed individuals to build the organisation and enhance its outreach to achieve its vision of 'Making people of India proud of our Mountains'.

### Job Summary

Project lead will be the key person responsible for managing one of the projects on climate change and sustainable development. She/He will support the the Programme Coordinator on tasks pertaining to efficient implementation of the project and IMI efforts to advocate on sustainable development issues.

### Job Specification

Experience	1-2 years of experience in working on projects with development organisations. Exposure and engagement with issues of mountains will be highly relevant
Educational Qualifications	Masters in Social Sciences/Natural Sciences
Key Responsibilities	<ol style="list-style-type: none"><li>a. Assisting the Programme Coordinator in planning the project activities and coordinate the planned activities</li><li>b. Record and document the project processes and activities</li><li>c. Organise the events in line with project outcomes</li><li>d. Engage with relevant organisations, individuals for project outcomes</li><li>e. Communicate the project outcomes to stakeholders</li><li>f. Assist Programme Coordinator with tasks related to organisation's work on practice - policy connect</li></ol>

Key Skills	<ul style="list-style-type: none"> <li>a. Excellent communication skills and advanced working proficiency in English</li> <li>b. Proficiency in working on MS Word, Excel for documentation and analysis</li> <li>c. Basic accounting knowledge to manage project accounts</li> </ul>
Other desirables	Passionate about the mountain issues and having lived and worked in the mountains. Willing to travel to Himalayan Mountain states occasionally.
Remuneration	Remuneration will be commensurate with the profile of the candidate in line with norms in the development sector

To Apply: Kindly send your detailed CV along with a covering letter mentioning your last drawn salary to progcoordinator@inmi.in. IMI Secretariat will revert to you with the further process.

Last date for receiving application is 15 April , 2018

To know more about IMI: [www.inmi.in](http://www.inmi.in)