

AFARM is Hiring Sr. Manager – Research & Knowledge Management

1. About AFARM

Action for Agricultural Renewal in Maharashtra (AFARM) is a leading network-based development organization working across Maharashtra for sustainable rural development through collaboration with grassroots NGOs, CSR institutions, government agencies, and development partners. AFARM works in the thematic areas of sustainable agriculture, watershed development, climate resilience, rural livelihoods, women empowerment, natural resource management, institutional development, and community-led development processes.

As part of strengthening its organizational learning, evidence-building, and knowledge systems, AFARM invites applications for the following position:

2. **Position:** Sr. Manager – Research & Knowledge Management
3. **No. of Positions:** 1
4. **Location:** Pune, Maharashtra

5. Purpose of the Position

The Sr. Manager – Research & Knowledge Management will lead and strengthen AFARM's research, knowledge management, organizational learning, and evidence-building systems. The position will support data-driven program planning, documentation of field innovations and best practices, knowledge dissemination, and strategic decision-making across AFARM's development initiatives and partner network.

The role requires close coordination with program teams, CSR partners, research institutions, government stakeholders, and grassroots NGOs.

6. Key Responsibilities

Research, Monitoring & Evidence Building

- Design and coordinate qualitative and quantitative research studies, assessments, impact evaluations, and learning exercises related to AFARM's thematic programs.
- Support Monitoring, Evaluation & Learning (MEL) systems including baseline, midline, end line, and impact assessment studies.
- Analyse program data and generate actionable insights for organizational planning, program improvement, advocacy, and donor reporting.
- Develop indicators, frameworks, tools, dashboards, and data systems to support evidence-based decision-making.

Knowledge Management & Organizational Learning

- Develop and operationalize AFARM's Knowledge Management (KM) strategy and systems.
- Establish mechanisms for documentation and dissemination of best practices, case studies, innovations, success stories, and lessons learned.

- Facilitate organizational learning processes including reflection workshops, peer learning sessions, and knowledge-sharing forums.
- Maintain digital repositories, databases, knowledge resources, and documentation systems.

Documentation & Communication

- Lead preparation of high-quality reports, policy briefs, concept notes, publications, presentations and knowledge products.
- Support external communication and visibility of AFARM's initiatives through digital and print platforms.
- Coordinate development of communication materials for donors, CSR partners, government stakeholders, and institutional collaborations.

Capacity Building & Partnerships

- Conduct training and capacity-building initiatives for staff and partner organizations on research, documentation, MEL, and knowledge-sharing practices.
- Build collaborations with academic institutions, research agencies, CSR organizations, and development networks.
- Represent AFARM in knowledge forums, conferences, workshops, and sectoral platforms at state and national levels.

7. Educational Qualification

Essential qualification

- Postgraduate degree in Rural Development, Development Studies, Social Sciences, Agriculture, Economics, Statistics, Rural Management, or related disciplines.
- Strong understanding of research methodologies, Monitoring Evaluation & Learning (MEL), and knowledge management systems.

Desirable qualification

- Additional training/certification in Research Methodology, Data Analytics, MIS, Knowledge Management, Monitoring & Evaluation, or Development Communication.
- M.Phil./Ph.D. in relevant disciplines will be an added advantage.
- Exposure to digital knowledge platforms, dashboards, GIS, SPSS, or similar analytical tools.

8. Professional I Experience

Essential Experience

- Minimum 7 years of relevant experience in research, documentation, knowledge management, Monitoring & Evaluation (M&E), or organizational learning within the development sector.
- Proven experience in report writing, case study documentation, data analysis, and preparation of knowledge products.

- Experience in conducting or coordinating baseline, end line, impact assessment, or thematic studies.
- Strong analytical, communication, and documentation skills.

Desirable Experience

- Experience in rural livelihoods, agriculture, watershed development, climate resilience, women empowerment, or community development programs.
- Experience in managing organizational knowledge systems and digital repositories.
- Exposure to donor reporting, evidence-based advocacy, and policy research.
- Experience in facilitating learning workshops, peer-learning platforms, and institutional knowledge-sharing processes.
- Experience of working with NGO networks, CSR-supported projects, or multi-stakeholder development programs.

9. Required Skills & Competencies

- Strong analytical, research, documentation, and report-writing skills.
- Excellent communication skills in English; knowledge of Marathi and Hindi will be an advantage.
- Proficiency in MS Office, data analysis tools, MIS systems, dashboards, and digital knowledge platforms.
- Ability to synthesize complex field-level information into strategic insights and communication products.
- Strong coordination, networking, and stakeholder engagement skills.
- Ability to work independently and collaboratively in a multi-stakeholder development environment.

10. Salary

In the range of ₹9.00 – ₹10.00 Lakh per annum (inclusive of applicable benefits), commensurate with qualifications, experience, and sector norms.

11. Application Process

Interested candidates may send their updated CV along with a cover letter mentioning: Current CTC, Expected CTC, Notice period, Relevant experience in Research / MEL / Knowledge Management to career@afarm.org within the prescribed timeline.
