

JOB DESCRIPTION

Project Manager – Nuh Water Governance

Job Title: Project Manager

Location: Gurugram, Haryana, with regular field travel to Nuh

Education: Master's degree in Social Work, Development Studies, Rural Development, Development Communication, Public Policy, Sociology, Water Governance, or a related field preferred

Experience: 3–7 years of relevant experience in project/program management in the social development, NGO, rural development, water, or related sectors

About GuruJal

GuruJal, an initiative of Abhipsa Foundation, aims to achieve water neutrality by designing and implementing integrated, participatory, and hyperlocal solutions for groundwater recharge and management in arid and semi-arid regions of India.

GuruJal has already rejuvenated 100+ ponds, supported 700+ rainwater harvesting structures, and enabled significant groundwater recharge through its integrated approach to water security. With the proven results of our **6R Ecosystem Solution for India's Water Security**, we are looking for the next generation of leaders to **#GrowWithGuruJal** and help us **Make India Water Secure** within our lifetime.

About the Role

The **Project Manager – Nuh Water Governance Project** will lead the planning, implementation, monitoring, and reporting of the project across four key pillars:

1. **Water Accessibility**
2. **Water Quality**
3. **Source Sustainability**
4. **Community Water Governance**

The role will involve close coordination with field teams, government departments, Gram Panchayats, community institutions, and other stakeholders. The Project Manager will be responsible for regular field monitoring, household survey data review, stakeholder engagement, government scheme convergence, community capacity building, and structured project reporting to ensure sustainable and community-owned water governance outcomes in Nuh, Haryana.

This is a field-intensive role requiring strong project management, stakeholder coordination, communication, documentation, and problem-solving skills.

Why This Role Matters

Nuh is one of Haryana's water-stressed regions, where sustainable water security requires not only infrastructure but also stronger community institutions, informed decision-making, and effective coordination with government systems.

As the Project Manager, you will play a central role in strengthening local water governance, improving access to safe and reliable water, supporting sustainable water sources, and enabling communities to participate meaningfully in decisions related to their water resources.

Your work will contribute directly to building **long-term, community-owned water security solutions** aligned with GuruJal's mission to **Make India Water Secure**.

What Will You Do?

1. Project Leadership & Implementation

- Lead the planning, implementation, and monitoring of project activities across the four pillars of water accessibility, water quality, source sustainability, and community water governance.
- Coordinate and provide guidance to field teams, including Field Coordinators, interns, and technical staff, to ensure timely and quality implementation of project activities.
- Develop and track project work plans, milestones, deliverables, and implementation timelines.
- Conduct regular field visits across project villages in Nuh to monitor progress, identify implementation challenges, and support timely resolution of field-level issues.
- Represent GuruJal in meetings and engagements with government departments, Gram Panchayats, community representatives, and other external stakeholders.
- Support the strengthening of village-level water governance structures and facilitate community participation in water-related planning and decision-making.
- Undertake relevant research and analysis on the **Jal Jeevan Mission (JJM)** and other government water programmes to inform project planning and implementation.

2. Government Convergence & Stakeholder Coordination

- Identify, map, coordinate, and facilitate convergence with relevant Central, State, and district-level government schemes and programmes to advance the project's water security objectives in **Ghasera and Malab**.
- Develop and maintain effective working relationships with relevant government departments, district authorities, Gram Panchayats, Panchayat representatives, and other institutional stakeholders.
- Track relevant government policies, guidelines, schemes, and implementation frameworks related to rural water supply, water quality, groundwater, sanitation, and water governance.
- Support coordination with the **Jal Jeevan Mission** and other relevant government programmes wherever required.
- Identify opportunities for institutional collaboration and convergence that can strengthen the sustainability and scale of project interventions.

3. Community Mobilisation, Capacity Building & Engagement

- Plan, organise, and facilitate meetings with community stakeholders, Gram Panchayats, village-level institutions, and other local stakeholders.
- Design and implement community engagement initiatives that strengthen participation, awareness, and local ownership of water security interventions.

- Mobilise community members and local institutions to participate actively in planning, implementation, monitoring, and governance of water-related interventions.
- Facilitate capacity-building sessions for community members, local institutions, and relevant stakeholders on water governance and sustainable water management.
- Plan and coordinate exposure visits, workshops, consultations, and other learning initiatives to strengthen community and institutional capacity.
- Support the development and strengthening of community-led mechanisms for monitoring and managing local water resources.
- Ensure that project implementation remains participatory, inclusive, and responsive to community needs.

4. Monitoring, Data & Reporting

- Monitor project progress against approved work plans, milestones, outputs, and outcomes.
- Review, validate, and analyse household survey data and other project datasets to identify trends, gaps, and areas requiring intervention.
- Coordinate data collection and ensure data quality, completeness, and timely reporting by field teams.
- Prepare **quarterly progress reports, presentations, dashboards, Minutes of Meetings (MoMs), field reports, and other project documentation.**
- Translate field observations and data findings into actionable recommendations for project improvement.
- Maintain updated project records, trackers, stakeholder databases, survey documentation, and supporting evidence.
- Support internal and external reviews, donor reporting, project audits, and documentation requirements as needed.

5. Communications & Documentation

- Develop and coordinate the preparation of training materials, IEC materials, presentations, community communication resources, and capacity-building content.
- Draft official correspondence, meeting notes, concept notes, reports, and other project communications.
- Document field visits, stakeholder consultations, community meetings, training sessions, survey findings, and water quality observations.
- Develop case studies, success stories, knowledge products, and other communication materials showcasing project outcomes and learnings.
- Ensure systematic documentation of project processes, outcomes, challenges, and lessons learned.

What Will You Bring?

1. Master's degree in **Social Work, Development Studies, Rural Development, Development Communication, Public Policy, Sociology, Water Governance**, or a related field preferred.
2. **3–5 years of relevant experience** in project/program management within the social development, NGO, rural development, water, or related sectors.
3. Working knowledge of the **Jal Jeevan Mission (JJM)** and relevant government water governance frameworks.
4. Strong stakeholder coordination skills, with experience engaging government departments, Gram Panchayats, community institutions, and local stakeholders.

5. Proven ability to lead and coordinate field teams, including Field Coordinators, interns, and technical professionals.
6. Strong project planning, monitoring, problem-solving, and execution skills.
7. Excellent report writing, documentation, presentation, and communication skills.
8. Ability to work with field-level data, household surveys, monitoring information, and project dashboards.
9. Willingness to undertake **regular and extensive field travel within Nuh district**.
10. Strong interpersonal skills and the ability to work effectively with diverse communities and stakeholders.

Preferred Skills & Experience

- Prior experience working on **government-aligned, JJM-linked, rural development, or water governance projects**.
- Familiarity with Haryana's rural governance systems, including **Gram Panchayats and relevant state/district water authorities**.
- Experience in community mobilisation, participatory planning, and community-led governance approaches.
- Experience in facilitating community meetings, workshops, training programmes, and exposure visits.
- Knowledge of water security, groundwater management, rural water supply, water quality, or related development issues.
- Fluency in **Hindi** and **English** is required; knowledge of the local dialect is an advantage.
- Experience working with NGOs, CSR programmes, development organisations, or government-supported projects will be an added advantage.

Why Join GuruJal?

- Lead a high-impact water governance project addressing real water-security challenges in Nuh.
- Work directly with communities, Gram Panchayats, government departments, and development stakeholders.
- Gain hands-on experience in participatory water governance, government convergence, and rural development.
- Work across the intersection of water, community institutions, governance, and sustainability.
- Take ownership of a project with opportunities to contribute to its strategy, implementation, learning, and scale.
- Be part of a mission-driven organisation working towards Make India Water Secure.

How to Apply

Join us to **#GrowWithGuruJal**.

Interested candidates can apply using the link below: [Click here to apply](#)