



## MEGHALAYA BASIN MANAGEMENT AGENCY (MBMA)

C/o Meghalaya State Housing Financing Cooperative Society, Upper Nongrim Hills, Behind Bethany Hospital, Shillong, East Khasi Hills District, Meghalaya – 793003  
(CIN No. U75144ML2012NPL008509)  
Phone: +91-364- 2522921/2522992  
Website: [www.mbda.gov.in](http://www.mbda.gov.in), E-mail: [admin.mbda@gov.in](mailto:admin.mbda@gov.in)

### **ADVERTISEMENT**

**No.MBMA/HR/167/2023/728**

**Dated, Shillong, 23<sup>rd</sup> October, 2025**

The Meghalaya Basin Management Agency (MBMA) is hiring the following positions for the Meghalaya Program for Adolescent Wellbeing, Empowerment and Resilience (MPOWER) project that aims to nurture holistic development of adolescents who are between the ages of 09 to19 in Meghalaya through a multi-sectoral approach. MBMA invites applications from eligible candidates to fill up the following positions on contractual basis.

The detailed information's regarding the application form link, advertisement, notification, and the Terms of Reference are made available in MBDA's website: <https://www.mbda.gov.in>

#### **1. Position Vacant:**

| <b>Sl. No.</b> | <b>Position</b>                  | <b>Essential Qualifications &amp; Experiences</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>No. of Vacancy</b> |
|----------------|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| 1.1            | <b>District Project Manager</b>  | <p><b>Essential Qualifications:</b></p> <ul style="list-style-type: none"><li>• Graduate or Post Graduate Degree in any discipline from a recognized institution.</li><li>• Preference will be given to candidates with academic background in Social Work, Rural Development, Development Studies, Business Administration, Education, Public Health, or related fields.</li></ul> <p><b>Required Experiences:</b></p> <ul style="list-style-type: none"><li>• Minimum 05 years of experience in project management, implementation, and coordination of development programs, preferably with government or donor-funded projects.</li><li>• Proven experience in supervising field teams and managing multi-sectoral projects related to youth empowerment, education, health, gender, or livelihood development.</li><li>• Experience in district-level coordination with government departments, NGOs, and other stakeholders.</li></ul> <p><i>For detailed information about the position, please refer to the TOR: <a href="https://tinyurl.com/mpower2ndphaseTOR">https://tinyurl.com/mpower2ndphaseTOR</a></i></p> | 12                    |
| 1.2            | <b>Block Project Coordinator</b> | <p><b>Essential Qualifications:</b></p> <ul style="list-style-type: none"><li>• Graduate or Post Graduate Degree in any discipline from a recognized institution.</li><li>• Preference will be given to candidates with academic background in Social Work, Rural Development, Development Studies, Business Administration, Education, Public Health, or related fields.</li></ul> <p><b>Required Experience:</b></p> <ul style="list-style-type: none"><li>• Minimum 03 years of experience in community mobilisation, project coordination, or implementation of development programs at the field level.</li><li>• Experience working with youth, women, or adolescent-focused initiatives will be an added advantage.</li><li>• Prior engagement in government or donor-funded projects related to education, health, livelihood, or social development is desirable.</li></ul> <p><i>For detailed information about the position, please refer to the TOR: <a href="https://tinyurl.com/mpower2ndphaseTOR">https://tinyurl.com/mpower2ndphaseTOR</a></i></p>                                                          | 38                    |

|     |                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |    |
|-----|----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| 1.3 | <b>Community Mobilizer</b>             | <p><b>Essential Qualifications:</b></p> <ul style="list-style-type: none"> <li>Graduate Degree in Social Work, Sociology, Community Development, Education, Rural Development, or a related field from a recognized institution.</li> <li>Preference will be given to candidates with relevant experience in community engagement, youth development, or social sector programs.</li> </ul> <p><b>Required Experience:</b></p> <ul style="list-style-type: none"> <li>Minimum 1–2 years of experience in community mobilisation, field facilitation, or implementation of development projects at the grassroots level.</li> <li>Experience in working with adolescent or youth-focused programs, health, education, livelihood, or gender-related interventions will be preferred.</li> <li>Prior experience collaborating with government departments, NGOs, or community-based organizations (CBOs) will be an asset.</li> </ul> <p><i>For detailed information about the position, please refer to the TOR: <a href="https://tinyurl.com/mpower2ndphaseTOR">https://tinyurl.com/mpower2ndphaseTOR</a></i></p>                                                                    | 38 |
| 1.4 | <b>Graphic Designer</b>                | <p><b>Essential Qualifications:</b></p> <ul style="list-style-type: none"> <li>Graduate or Post Graduate Degree in Graphic Design, Visual Communication, Fine Arts, Multimedia Design, or closely related field from a recognized institution; talented candidates with exceptional portfolios may also apply.</li> </ul> <p><b>Required Experience:</b></p> <ul style="list-style-type: none"> <li>At least 03 years of demonstrated experience in professional graphic design—ideally with a focus on development projects, youth engagement, or educational content.</li> <li>Mastery of design software such as Adobe Creative Suite (Illustrator, Photoshop, InDesign), Canva, and similar tools; video editing skills are highly desirable.</li> <li>Experience blending original photography, infographics, and illustration in both digital and print formats.</li> <li>Proven ability to translate complex concepts or data into clear, audience-appropriate visual communication.</li> </ul> <p><i>For detailed information about the position, please refer to the TOR: <a href="https://tinyurl.com/mpower2ndphaseTOR">https://tinyurl.com/mpower2ndphaseTOR</a></i></p> | 01 |
| 1.5 | <b>Programme Associate (Health)</b>    | <p><b>Education Qualifications:</b></p> <ul style="list-style-type: none"> <li>Graduate or Post Graduate Degree in Public Health, Nursing, Allied Health Sciences, or related field from a recognized institution.</li> </ul> <p><b>Requirements:</b></p> <ul style="list-style-type: none"> <li>Minimum 1-2 years of experience in public health, healthcare programs, or community health initiatives.</li> <li>Exposure to health awareness campaigns, adolescent/ child health programs, or vaccination/health monitoring projects is desirable.</li> <li>Experience in field coordination, community mobilization, or volunteer work in health projects is an added advantage.</li> </ul> <p><i>For detailed information about the position, please refer to the TOR: <a href="https://tinyurl.com/mpower2ndphaseTOR">https://tinyurl.com/mpower2ndphaseTOR</a></i></p>                                                                                                                                                                                                                                                                                                         | 03 |
| 1.6 | <b>Programme Associate (Education)</b> | <p><b>Education Qualifications:</b></p> <ul style="list-style-type: none"> <li>Graduate or Post Graduate Degree in Education, Social Work, Development Studies, or related field from a recognized institution.</li> </ul> <p><b>Requirements:</b></p> <ul style="list-style-type: none"> <li>Minimum 1-2 years of experience in education, school programs, or learning initiatives.</li> <li>Exposure to school-based programs, foundational learning, youth education, or community learning interventions is desirable.</li> <li>Experience in program coordination, mentoring, or volunteering in education-related projects will be advantageous.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 03 |

|     |                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |    |
|-----|-------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
|     |                                                 | <ul style="list-style-type: none"> <li>Ability and willingness to engage with schools, teachers, students, and block education teams.</li> </ul> <p><i>For detailed information about the position, please refer to the TOR: <a href="https://tinyurl.com/mpower2ndphaseTOR">https://tinyurl.com/mpower2ndphaseTOR</a></i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |    |
| 1.7 | <b>Programme Associate (Youth &amp; Sports)</b> | <p><b>Education Qualifications:</b></p> <ul style="list-style-type: none"> <li>Graduate or Post Graduate Degree in Physical Education, Sports Management, or related field from a recognized institution.</li> </ul> <p><b>Requirements:</b></p> <ul style="list-style-type: none"> <li>Minimum 1-2 years of experience in youth programs, sports development, or community-based initiatives.</li> <li>Exposure to youth engagement, sports training, youth clubs, or leadership development programs is desirable.</li> <li>Experience in field coordination, organizing events, workshops, or volunteering for youth &amp; sports programs will be an advantage.</li> <li>Willingness to travel within the district to facilitate youth &amp; sports activities and community events.</li> </ul> <p><i>For detailed information about the position, please refer to the TOR: <a href="https://tinyurl.com/mpower2ndphaseTOR">https://tinyurl.com/mpower2ndphaseTOR</a></i></p>                                                                                                                                                                                                              | 03 |
| 1.8 | <b>Strategic Communication Lead</b>             | <p><b>Educational Qualifications:</b></p> <ul style="list-style-type: none"> <li>Post Graduate in Mass Communication &amp; Journalism, Media Studies or a related field from a recognized institution with proven experience in strategic communication, media management, and SBCC campaigns.</li> </ul> <p><b>Required Experience:</b></p> <ul style="list-style-type: none"> <li>Minimum of 5–7 years of experience in a supervisory or leadership role within media, communications, or related fields, with hands-on experience in producing published articles, documentaries, films, or multimedia content across digital, print, or broadcast platforms.</li> <li>Proven experience managing teams and coordinating with multiple stakeholders, including supervision of consultancy/production agencies.</li> <li>Hands-on proficiency in content creation, photography, videography, video editing, graphic design, and production, with ability to guide teams from ideation to execution.</li> </ul> <p><i>For detailed information about the position, please refer to the TOR: <a href="https://tinyurl.com/mpower2ndphaseTOR">https://tinyurl.com/mpower2ndphaseTOR</a></i></p> | 01 |

- For applying the above positions; candidate has to fill the 'Application Form' from the following link; <https://tinyurl.com/mpowerhiring>
- All applications should be submitted through online mode only. No other mode of applications will be entertained.
- Detailed information about the advertisement for the above positions and Terms of References (TORs) and about the MPOWER project are made available in MBDA's website <https://www.mbda.gov.in> or in the folders linked above.
- Last date for receipt of applications is **15<sup>th</sup> November 2025 (upto 05:00PM)**.

**Sd/-**  
**General Manager (HR)**  
**Meghalaya Basin Management Agency**



# MEGHALAYA BASIN MANAGEMENT AGENCY (MBMA)

C/o Meghalaya State Housing Financing Cooperative Society, Upper Nongrim Hills, Behind Bethany Hospital, Shillong, East Khasi Hills District, Meghalaya – 793003  
(CIN No. U75144ML2012NPL008509)  
Phone: +91-364- 2522921/2522992  
Website: [www.mbda.gov.in](http://www.mbda.gov.in), E-mail: [admin.mbda@gov.in](mailto:admin.mbda@gov.in)

## NOTIFICATION

No.MBMA/HR/167/2023/729

Dated, Shillong, 23<sup>rd</sup> October, 2025

The Meghalaya Basin Management Agency (MBMA) is hiring the following position for the Meghalaya Program for Adolescent Wellbeing, Empowerment and Resilience (MPOWER) project that aims to nurture holistic development of adolescents who are between the ages of 09 to 19 in Meghalaya through a multi-sectoral approach. MBMA invites applications from eligible candidates to fill up the following positions on contractual basis.

The detailed information's regarding the application form link, advertisement, notification, and the Terms of Reference are made available in MBDA's website: <https://www.mbda.gov.in>

### 1. Position Vacant:

| Sl. No. | Position                 | Essential Qualifications & Experiences                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Place of Posting                                                 | No. of Vacancy | Pay                               |
|---------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|----------------|-----------------------------------|
| 1.1     | District Project Manager | <p><b>Essential Qualifications:</b></p> <ul style="list-style-type: none"><li>Graduate or Post Graduate Degree in any discipline from a recognized institution.</li><li>Preference will be given to candidates with academic background in Social Work, Rural Development, Development Studies, Business Administration, Education, Public Health, or related fields.</li><li>A Postgraduate Degree in the above disciplines will be preferred.</li></ul> <p><b>Required Experiences:</b></p> <ul style="list-style-type: none"><li>Minimum 05 years of experience in project management, implementation, and coordination of development programs, preferably with government or donor-funded projects.</li><li>Proven experience in supervising field teams and managing multi-sectoral projects related to youth empowerment, education, health, gender, or livelihood development.</li><li>Experience in district-level coordination with government departments, NGOs, and other stakeholders.</li><li>Prior experience in monitoring, evaluation, and reporting is desirable.</li></ul> <p><b>Requirements:</b></p> <ul style="list-style-type: none"><li>Computer proficiency in MS Office (Word, Excel, PowerPoint), data entry, and use of mobile-based reporting tools or applications.</li><li>Willingness to travel extensively within the assigned district &amp; blocks and to other project locations.</li><li>Fluency in English and at least one local language (Khasi, Garo, or Pnar) will be preferred.</li><li>Strong interpersonal skills and commitment to work with youth and communities for social and economic empowerment.</li></ul> <p><i>For detailed information about the position, please refer to the TOR: <a href="https://tinyurl.com/mpower2ndphaseTOR">https://tinyurl.com/mpower2ndphaseTOR</a></i></p> | EKH, WKH, SWKH, EWKH, Ribhoi, EJH, WJH, NGH, WGH, EGH, SWGH, SGH | 12             | Rs.45000/- (including allowances) |

|     |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |                                     |
|-----|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|-------------------------------------|
| 1.2 | <b>Block Coordinator</b>   | <p><b>Essential Qualifications:</b></p> <ul style="list-style-type: none"> <li>Graduate or Post Graduate Degree in any discipline from a recognized institution.</li> <li>Preference will be given to candidates with academic background in Social Work, Rural Development, Development Studies, Business Administration, Education, Public Health, or related fields.</li> <li>A Postgraduate Degree in the above disciplines will be preferred.</li> </ul> <p><b>Required Experience:</b></p> <ul style="list-style-type: none"> <li>Minimum 03 years of experience in community mobilisation, project coordination, or implementation of development programs at the field level.</li> <li>Experience working with youth, women, or adolescent-focused initiatives will be an added advantage.</li> <li>Prior engagement in government or donor-funded projects related to education, health, livelihood, or social development is desirable.</li> <li>Experience in liaising with community-based organizations, government departments, and local institutions for program delivery.</li> </ul> <p><b>Requirements:</b></p> <ul style="list-style-type: none"> <li>Computer proficiency in MS Office (Word, Excel, PowerPoint), data entry, and use of mobile-based reporting tools or applications.</li> <li>Willingness to travel extensively within the assigned block and nearby areas.</li> <li>Fluency in English and at least one local language (Khasi, Garo, or Pnar) will be preferred.</li> <li>Strong interpersonal skills and commitment to work with youth and communities for social and economic empowerment.</li> </ul> <p><i>For detailed information about the position, please refer to the TOR: <a href="https://tinyurl.com/mpower2ndphaseTOR">https://tinyurl.com/mpower2ndphaseTOR</a></i></p> | Mawkyrwat Block, Ranikor Block, Dalu Block, Selsella Block, Rongram Block, Dadenggre Block, Tikrikilla Block, Gambegre Block, Demdema Block, Batabari Block, Wapung Block, Saipung Block, Lumshnong Block, Umsning Block, Umling Block, Jirang Block, Bhoirymbong Block, Mawhati Block, Mylliem Block, Mawsynram Block, Shella-Bholaganj Block, Pynursla Block, Mawryngkneng Block, Mawphlang Block, Mawkynrew Block, Khatarshnong-Laitkroh Block, Sohiong Block, Mawpat Block, Mawlai Block, Dambo Rongjeng Block, Songsak Block, Samanda Block, Thadlaskein Block, Laskein Block, Amlarem Block, Namdong Block, Mairang Block, Mawthadraishan Block | 38 | Rs.37,200 /- (including allowances) |
| 1.3 | <b>Community Mobilizer</b> | <p><b>Essential Qualifications:</b></p> <ul style="list-style-type: none"> <li>Graduate Degree in Social Work, Sociology, Community Development, Education, Rural Development, or a related field from a recognized institution.</li> <li>Preference will be given to candidates with relevant experience in community engagement, youth development, or social sector programs.</li> <li>A Postgraduate Degree in the above fields will be an added advantage.</li> </ul> <p><b>Required Experience:</b></p> <ul style="list-style-type: none"> <li>Minimum 1–2 years of experience in community mobilisation, field facilitation, or implementation of development projects at the grassroots level.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Mawkyrwat Block, Ranikor Block, Dalu Block, Selsella Block, Rongram Block, Dadenggre Block, Tikrikilla Block, Gambegre Block, Demdema Block, Batabari Block, Wapung Block, Saipung Block                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 38 | Rs.25800/- (including allowances)   |

|     |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |    |                                               |
|-----|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|-----------------------------------------------|
|     |                         | <ul style="list-style-type: none"> <li>• Experience in working with adolescent or youth-focused programs, health, education, livelihood, or gender-related interventions will be preferred.</li> <li>• Prior experience collaborating with government departments, NGOs, or community-based organizations (CBOs) will be an asset.</li> </ul> <p><b>Requirements:</b></p> <ul style="list-style-type: none"> <li>• Basic computer proficiency in MS Office (Word, Excel, PowerPoint), data entry, and use of mobile-based reporting tools or applications.</li> <li>• Willingness to travel extensively within the assigned block to support project implementation.</li> <li>• Fluency in English and at least one local language (Khasi, Garo, or Pnar) will be preferred.</li> <li>• Ability to effectively communicate and engage with diverse community members, youth, and local stakeholders, fostering trust, participation, and ownership.</li> </ul> <p><i>For detailed information about the position, please refer to the TOR: <a href="https://tinyurl.com/mpower2ndphaseTOR">https://tinyurl.com/mpower2ndphaseTOR</a></i></p> | Block,<br>Lumshnong<br>Block, Umsning<br>Block, Umling<br>Block, Jirang<br>Block,<br>Bhoirymbong<br>Block, Mawhati<br>Block, Mylliem<br>Block,<br>Mawsynram<br>Block, Shella-<br>Bholaganj<br>Block, Pynursla<br>Block,<br>Mawryngkneng<br>Block,<br>Mawphlang<br>Block,<br>Mawkynrew<br>Block,<br>Khatarshnong-<br>Laitkroh Block,<br>Sohiong Block,<br>Mawpat Block,<br>Mawlai Block,<br>Dambo<br>Rongjeng<br>Block, Songsak<br>Block, Samanda<br>Block,<br>Thadlaskein<br>Block, Laskein<br>Block,<br>Amlarem<br>Block,<br>Namdong<br>Block, Mairang<br>Block,<br>Mawthadraisha<br>n Block |    |                                               |
| 1.4 | <b>Graphic Designer</b> | <p><b>Essential Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Graduate or Post Graduate Degree in Graphic Design, Visual Communication, Fine Arts, Multimedia Design, or closely related field from a recognized institution; talented candidates with exceptional portfolios may also apply.</li> </ul> <p><b>Required Experience:</b></p> <ul style="list-style-type: none"> <li>• At least 03 years of demonstrated experience in professional graphic design—ideally with a focus on development projects, youth engagement, or educational content.</li> <li>• Mastery of design software such as Adobe Creative Suite (Illustrator, Photoshop, InDesign), Canva, and similar tools; video editing skills are highly desirable.</li> <li>• Experience blending original photography, infographics, and illustration in both digital and print formats.</li> <li>• Proven ability to translate complex concepts or data into clear, audience-appropriate visual communication.</li> </ul> <p><b>Requirements:</b></p>                                                                                                 | SPMU,<br>Shillong                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 01 | Rs.37,200<br>/-<br>(including allowance<br>s) |

|     |                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                |    |                                      |
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|     |                                        | <ul style="list-style-type: none"> <li>Portfolio featuring a range of work samples—especially social campaign materials, infographics, educational content, and youth-focused design.</li> <li>Fluency in English and at least one local language (Khasi, Garo, or Pnar) to reflect Meghalaya's diverse communities in visual work.</li> </ul> <p><i>For detailed information about the position, please refer to the TOR: <a href="https://tinyurl.com/mpower2ndphaseTOR">https://tinyurl.com/mpower2ndphaseTOR</a></i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                |    |                                      |
| 1.5 | <b>Programme Associate (Health)</b>    | <p><b>Education Qualifications:</b></p> <ul style="list-style-type: none"> <li>Graduate or Post Graduate Degree in Public Health, Nursing, Allied Health Sciences, or related field from a recognized institution.</li> </ul> <p><b>Requirements:</b></p> <ul style="list-style-type: none"> <li>Minimum 1 to 2 years of experience in public health, healthcare programs, or community health initiatives.</li> <li>Exposure to health awareness campaigns, adolescent/ child health programs, or vaccination/health monitoring projects is desirable.</li> <li>Experience in field coordination, community mobilization, or volunteer work in health projects is an added advantage.</li> <li>Ability and willingness to travel extensively within the district to support health interventions.</li> <li>Basic computer proficiency in MS Office (Word, Excel, PowerPoint), data entry, and use of mobile-based reporting tools or applications.</li> <li>Willingness to travel extensively within the assigned district &amp; blocks and to other project locations.</li> <li>Fluency in English and at least one local language (Khasi, Garo, or Pnar) will be preferred.</li> </ul> <p><i>For detailed information about the position, please refer to the TOR: <a href="https://tinyurl.com/mpower2ndphaseTOR">https://tinyurl.com/mpower2ndphaseTOR</a></i></p> | EJH, SWKH, WGH | 03 | Rs.25800/-<br>(including allowances) |
| 1.6 | <b>Programme Associate (Education)</b> | <p><b>Education Qualifications:</b></p> <ul style="list-style-type: none"> <li>Graduate or Post Graduate Degree in Education, Social Work, Development Studies, or related field from a recognized institution.</li> </ul> <p><b>Requirements:</b></p> <ul style="list-style-type: none"> <li>Minimum 1 to 2 years of experience in education, school programs, or learning initiatives.</li> <li>Exposure to school-based programs, foundational learning, youth education, or community learning interventions is desirable.</li> <li>Experience in program coordination, mentoring, or volunteering in education-related projects will be advantageous.</li> <li>Ability and willingness to engage with schools, teachers, students, and block education teams.</li> <li>Basic computer proficiency in MS Office (Word, Excel, PowerPoint), data entry, and use of mobile-based reporting tools or applications.</li> <li>Willingness to travel extensively within the assigned district &amp; blocks and to other project locations.</li> <li>Fluency in English and at least one local language (Khasi, Garo, or Pnar) will be preferred.</li> </ul> <p><i>For detailed information about the position, please refer to the TOR: <a href="https://tinyurl.com/mpower2ndphaseTOR">https://tinyurl.com/mpower2ndphaseTOR</a></i></p>                                 | EJH, SWKH, WGH | 03 | Rs.25800/-<br>(including allowances) |

|     |                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                |    |                                          |
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| 1.7 | <b>Programme Associate (Youth &amp; Sports)</b> | <p><b>Education Qualifications:</b></p> <ul style="list-style-type: none"> <li>Graduate or Post Graduate Degree in Physical Education, Sports Management, or related field from a recognized institution.</li> </ul> <p><b>Requirements:</b></p> <ul style="list-style-type: none"> <li>Minimum 1 to 2 years of experience in youth programs, sports development, or community-based initiatives.</li> <li>Exposure to youth engagement, sports training, youth clubs, or leadership development programs is desirable.</li> <li>Experience in field coordination, organizing events, workshops, or volunteering for youth &amp; sports programs will be an advantage.</li> <li>Willingness to travel within the district to facilitate youth &amp; sports activities and community events.</li> <li>Basic computer proficiency in MS Office (Word, Excel, PowerPoint), data entry, and use of mobile-based reporting tools or applications.</li> <li>Willingness to travel extensively within the assigned district &amp; blocks and to other project locations.</li> <li>Fluency in English and at least one local language (Khasi, Garo, or Pnar) will be preferred.</li> </ul> <p><i>For detailed information about the position, please refer to the TOR: <a href="https://tinyurl.com/mpower2ndphaseTOR">https://tinyurl.com/mpower2ndphaseTOR</a></i></p> | EJH, SWKH, WGH | 03 | Rs.25800/-<br>(including allowances)     |
| 1.8 | <b>Strategic Communication Lead</b>             | <p><b>Educational Qualifications:</b></p> <ul style="list-style-type: none"> <li>Post Graduate in Mass Communication &amp; Journalism, Media Studies or a related field from a recognized institution with proven experience in strategic communication, media management, and SBCC campaigns.</li> </ul> <p><b>Required Experience:</b></p> <ul style="list-style-type: none"> <li>Minimum of 5 to 7 years of experience in a supervisory or leadership role within media, communications, or related fields, with hands-on experience in producing published articles, documentaries, films, or multimedia content across digital, print, or broadcast platforms.</li> <li>Experience in covering development projects, youth initiatives, or social impact programs preferred.</li> <li>Proven experience managing teams and coordinating with multiple stakeholders, including supervision of consultancy/production agencies.</li> <li>Hands-on proficiency in content creation, photography, videography, video editing, graphic design, and production, with ability to guide teams from ideation to execution.</li> </ul> <p><i>For detailed information about the position, please refer to the TOR: <a href="https://tinyurl.com/mpower2ndphaseTOR">https://tinyurl.com/mpower2ndphaseTOR</a></i></p>                                                  | SPMU, Shillong | 01 | Rs.66000/-<br>(including all allowances) |

**2. Essential Skills for the positions:** Good written and verbal communication. Expert in basic computer knowledge like Word Processing, Spread Sheets and Power Point Presentation, etc. are the common essential skills requirement. Other skills required are mentioned above against each position.

**3. Age Limit:** Upto 45 years

**4. Place of Posting:** Selected candidate shall be posted at the location mentioned above.

**5. Remuneration:**

**5.1.** The monthly emolument shall be as mentioned in the above column.

5.2. House Rent Allowance (HRA) & Mobile Allowance will be included additionally as may be admissible from time to time.

5.3. EPF contributions from both employee and employer.

## 6. Duration of Contract:

6.1. The duration of contract will be for a period of 01 (one) year. The contract may be renewed subject to the performance satisfaction of MBMA and continuance of the project you are engaged with.

6.2. A detailed document of terms and conditions of engagement would be provided to the selected candidates and a deed agreement would have to be signed by the selected candidate with the MBDA to that effect.

## 7. How to Apply:

7.1. For applying the above position; candidates have to fill the '**Application Form**' from the following link; <https://tinyurl.com/mpowerhiring> and go through the TOR from the following link: <https://tinyurl.com/mpower2ndphaseTOR>

7.2. All applications should be submitted through online mode only. All applications should be submitted through online mode only. No other mode of applications will be entertained.

7.3. Candidates are advised to read carefully the eligibility criteria and other conditions prescribed for each post before applying.

7.4. Incomplete application shall not be entertained and is liable to be rejected.

7.5. Last date for receipt of applications is **15<sup>th</sup> November, 2025 (upto 05:00PM)** and applications received after the last date will not be considered.

7.6. Detailed information about the position and terms of references are made available in MBDA's website <https://www.mbda.gov.in> or in the folders linked above.

7.7. In respect of Candidates who are currently in services, shall submit the "No Objection Certificate" from the Employer when called for the personal interview.

## 8. Selection Process:

8.1. The selection process will include a written/technical test, boot camp, and personal interview to assess the suitability of candidates for the respective positions. The written test will evaluate candidates on Subject Matter Knowledge, General Awareness, Reasoning Ability, English Proficiency, and Computer Skills. The Written Test/ Personal Interview will be held only in Shillong.

## 9. General Information:

9.1. The pre-requisite qualifications and experience are minimal and the mere fact that a candidate possesses the same will not entitle him/her for being called for interview. MBMA reserves the right to restrict the candidates to be called for interview to a reasonable number on the basis of qualifications and experience higher than the minimum prescribed in the advertisement or by any other condition that it may deem fit.

9.2. Candidates are advised to clearly indicate their contact number and e-mail address to facilitate faster communication. Information regarding the screening test/written/interview will be sent only to the shortlisted candidates via SMS/E-mail and no correspondence will be made with applicants who are not shortlisted. List of the shortlisted candidates will be displayed in the MBDA website, **[www.mbda.gov.in](http://www.mbda.gov.in)** and office notice board.

9.3. MBMA reserves the right to conduct additional examination /skill test or call for any additional documentary evidence in support of educational qualification & experience of the applicant.

9.4. In case of non-availability of suitable candidates with prescribed qualifications and experience, MBMA reserves the right to relax the prescribed qualifications and experience for candidates found more suitable for lower position with relevant experience and expertise in the specified field.

9.5. The number of vacancies indicated in the advertisement and notification is tentative. MBMA reserves the right to increase/decrease the number of posts at the time of selection and make appointment(s) accordingly, if more vacancies do exist in between the advertisement and the selection process.

9.6. MBMA reserves the right to extend the closing date for receipt of applications. MBMA also reserves the right to fill or not to fill any or all the positions advertised or cancel recruitment procedure at any stage without assigning any reason thereof.

9.7. No TA/DA shall be paid for attending written test and interview.

- 9.8.** Canvassing of any kind will render to disqualification.
- 9.9.** Staff already working with MBMA/MBDA, who are otherwise eligible can also apply. Their applications must be routed through their reporting officer. However, for newly appointed staff, he/she should complete a minimum period of one year in their current position.

**Sd/-**  
**General Manager (HR)**  
**Meghalaya Basin Management Agency**