

Job Title	:	Accounts Associate/Officer
Location	:	Mithoi, Jamnagar.
Experience Required	:	Minimum 2 years in accounting or financial management (preference will be candidates who have worked in development sector)
Educational Qualification	:	B. Com or M. Com
Remuneration	:	As per market standards
Expected Date of Joining	:	At the earliest
Apply at	:	careers@fwwbindia.org

About FWWB:

FWWB is a pioneering organization committed to fostering financial inclusion and empowering marginalized women across rural India. Through programs in agriculture, entrepreneurship, and climate resilience, we strengthen livelihoods and enable sustainable development. Our work is rooted in partnerships, innovation, and long-term community impact.

About the position:

The Accounts Associate will play a pivotal role in managing the financial health of our regional projects. This position involves maintaining day-to-day transactions, overseeing expenditure MIS, and ensuring strict adherence to statutory and financial regulations. You will act as a financial bridge between the field operations and the Head Office, working closely with project teams and vendors to ensure accurate reporting and efficient budget utilization.

Key Responsibilities:

- Maintain day-to-day transactions of the project and manage the expenditure MIS
- Assist in the preparation and monitoring of project budgets
- Ensure compliance with statutory requirements and financial regulations
- Monitor budget utilization and provide periodic variance analysis
- Processive payments and maintain accurate payment records
- Ensure the timely submission of bills to the Head Office
- Assist in the preparation of periodic financial reports and statements
- Coordinate with project managers and external auditors to ensure accuracy in financial documentation
- Utilize accounting software (e.g., Tally) and MS Office suite for efficient record-keeping and reporting

Job Title	: Marketing Officer - FPO
Location	: Mithoi, Jamnagar, Gujarat
Experience Required	: 2-3 years in marketing, agri-business, value chain development, or market linkage work with FPOs, rural livelihoods, or women entrepreneurship projects
Educational Qualification	: Postgraduate degree in Marketing, Agribusiness, Rural Management, Agriculture, Social Sciences, or a relevant discipline
Remuneration	: As per market standards
Expected Date of Joining	: At the earliest
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About the Position

The Marketing Officer - FPO will be responsible for strengthening market access and building sustainable value chains for Farmer Producer Organizations supported by FWWB. This role focuses on improving the market readiness of FPOs by supporting aggregation, branding, packaging, buyer engagement, and sales channel development. The officer will work closely with FPO leaders, producer members, institutional buyers, and ecosystem stakeholders to improve price realization, expand business opportunities, and enhance the commercial growth of producer collectives across local and regional markets.

Key Roles and Responsibilities

- **Market Linkages:** Facilitate direct market linkages for FPO produce with local mandis, wholesalers, retailers, institutional buyers, exhibitions, and digital platforms to improve sales and market reach.
- **Buyer Engagement:** Identify, onboard, and maintain relationships with buyers, traders, agri-businesses, and procurement agencies for regular and bulk purchase opportunities.
- **Branding & Packaging:** Support FPOs in product positioning, branding, grading, labeling, and packaging to meet market standards and improve product appeal.

- **Market Assessment:** Conduct periodic assessments of price trends, consumer demand, competition, and operational gaps to identify opportunities for improved marketing strategy and enterprise growth.
- **Value Chain Development:** Identify gaps in aggregation, storage, transport, and distribution, and propose practical solutions to strengthen value chain efficiency.
- **Capacity Building:** Train FPO board members, staff, and producer members on marketing strategies, negotiation skills, customer engagement, and digital marketing.
- **Stakeholder Coordination:** Coordinate with government departments, private sector partners, and technical agencies to improve business visibility and market access for FPOs.
- **Reporting:** Use data and technology to track sales performance, buyer engagement, and field-level market activities, and prepare regular reports for internal teams and stakeholders.

Job Title	:	Outreach Officer
Location	:	Mithoi, Jamnagar, Gujarat
Experience Required	:	2-3 years of experience in entrepreneurship and SHG/VO/CLF strengthening
Educational Qualification	:	Postgraduate degree in Social Sciences or a relevant discipline
Remuneration	:	As per market standards
Expected Date of Joining	:	At the earliest
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About the Position

The Outreach Officer will be responsible for executing various capacity-building interventions focused on livelihood & entrepreneurship development for women micro-entrepreneurs and SHG strengthening. This role requires day-to-day field visits to implement project activities, provide technical guidance to beneficiaries, and ensure smooth project delivery. The Outreach Officer will work closely with women entrepreneurs, local institutions, and stakeholders to drive project success and create sustainable business opportunities.

Key Roles and Responsibilities

- Mobilize and onboard individual women members and support their active participation in entrepreneurship and livelihood development initiatives.
- Deliver entrepreneurship and livelihood training, along with continuous mentorship and counselling, to support business initiation, diversification, expansion, and scaling of individual and group enterprises.
- Form and strengthen collective business models and SHG-based enterprises by facilitating group training, improving internal governance, and building financial management capacities.
- Facilitate linkages with markets, banks, government schemes, welfare programmes, and raw material channels to strengthen enterprise growth, credit access, and livelihood opportunities.

- Coordinate with government bodies, stakeholders, resource persons, and partner institutions to ensure effective implementation, visibility, and success of enterprise and SHG initiatives.
- Conduct need assessments, manage field-level activities, support operational planning and budgets, and use data, training tools, feedback systems, and technology for reporting, monitoring, and evaluation.

Job Title	:	Social Media Officer
Location	:	Mithoi, Jamnagar, Gujarat
Experience Required	:	2-3 years in digital marketing, social media management, or content creation
Educational Qualification	:	Graduate or Postgraduate degree in Mass Communication
Remuneration	:	As per market standards
Expected Date of Joining	:	At the earliest
Apply at	:	careers@fwwbindia.org

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About the Position

The Social Media Officer will be responsible for managing and enhancing FWWB's digital presence, specifically focusing on documenting and sharing the impact of livelihood and entrepreneurship programs. This role requires regular field visits to capture authentic stories, photos, and videos of women micro-entrepreneurs. The officer will work closely with the project team and stakeholders to ensure that the success of our beneficiaries is communicated effectively to a wider audience.

Key Roles and Responsibilities

- **Content Strategy:** Develop and execute a social media calendar that highlights project activities, training sessions, and success stories.
- **Field Documentation:** Travel to project sites to capture high-quality visual content (photos/videos) of women members and entrepreneurship training programs.
- **Storytelling:** Draft compelling narratives in Gujarati, Hindi, and English that showcase the impact of FWWB's interventions on low-income households.
- **Stakeholder Visibility:** Coordinate with government bodies and local institutions to ensure project visibility through digital channels.
- **Community Engagement:** Manage communication and online engagement with followers, partners, and potential beneficiaries.
- **Reporting & Analytics:** Utilize data and technology to track social media performance and provide regular reports on digital reach and engagement.

- Resource Coordination: Identify relevant trends or digital tools to improve the effectiveness of online outreach and program awareness.
- Operational Support: Assist in managing the digital communication budget and ensure all content adheres to organizational branding and project goals.