



Dakshin Foundation
www.dakshin.org

Opportunity with Dakshin Foundation

Position: Development and MEL Associate (DMEA)

Number of vacancies: One

Duration: Long-term position with a 6 months probationary period

Position details: The DMEA will work with the Associate Director (Institutional Strategy) and the Director in achieving the institutional governance requirements while overseeing the execution of a strong monitoring and evaluation framework for the organisation.

Chief responsibilities:

The primary responsibilities of this position will include but not be limited to:

1. To ensure organisational tracking, reporting and communication on M&E metrics across key institutional interventions and programmes.
2. Assisting the Associate Director with designing, coordinating and implementing M&E protocols and internal and external reporting.
3. Coordinating with Dakshin's M&E advisors and the Associate Director to develop M&E frameworks and draft relevant reports and communications on Dakshin's approach to MEL.
4. Supporting the Director and Associate Director with fundraising requirements, including prospect research, tracking funding opportunities, assisting with fundraising proposals and compiling of other institutional development documents related to fundraising compliance and donor requirements.
5. Coordinating between the Director's Office and the communications team to oversee the completion of periodic publications such as annual reports, fundraising collaterals, newsletters, organisational compliance information on websites.

Candidates with the following basic qualifications/skills will be preferred:

1. A Master's degree in Economics, Statistics, Business Development or subjects related to environment and development.
2. At least 4 years of work experience following graduation, in relevant fields related to the responsibilities mentioned above.
3. Experience with monitoring and evaluation protocols, and in designing tools and strategies for data collection and analysis.
4. Strong technical skills, especially related to qualitative and quantitative data analytics
5. Ability to develop projects proposals, raise funds, and oversee project management
6. Excellent communications skills (both written and oral) in English

Remuneration: Salary will be commensurate with qualifications and work, in line with our internal policy. Candidates shortlisted for the interview will be given further details on the salary ranges to review.

How to apply: Please fill this [application form](#) in order to apply for these positions.

Note - This job is only for Indian nationals. We strongly encourage candidates who belong to historically socially disadvantaged and marginalised categories or communities to apply. If you belong to such a group, please feel free to indicate this to us. This information is entirely voluntary and confidential.

Last date to apply: 5th September 2025. The position will be filled as soon as a suitable candidate is identified; therefore, interested individuals are requested to apply immediately.

About us: Dakshin Foundation is a non-profit, non-governmental organisation based at Bangalore, India, with a mission to inform and advocate conservation and natural resource management, while promoting and supporting sustainable livelihoods, social development and environmental justice. Please look at our website to learn about our intervention and research projects at www.dakshin.org.