

## WORK PROFILE

### INDIA Redefined CHAPTER Coordinator

- INDIA Redefined Chapter Coordinator's term will be for a period of one year, which can further be extended to another year upon mutual agreement & based on performance. His/ Her appointment will be subject to confirmation after a period of 6 months, depending upon the appraisal results. India Redefined is a non-profit & voluntary organization and does not sponsor any events or incur any expenses for its appointees and thereby expects its team to be self-dependent in generating funds.
- Part of INDIA Redefined City / Village Team in their own City / Village with the mutual consent of all 4 City / Village Coordinators. There will be 10-30 Chapter Coordinators including you who will form the City / Village Core Team too. Help your City / Village Coordinator in your City / Village to divide City / Village in 10 - 30 Chapters depending on the Population / Area .
- Chapter Coordinators are also responsible to find other Chapter Coordinators in their city by dividing the city within a period of two months after you receive your appointment letter along with the help of City / Village Coordinators. Write the names of those areas of your Areas where you are forming these Chapters in your letter of Consent written to [ranjana.kanti@indiaredefined.org](mailto:ranjana.kanti@indiaredefined.org) when you agree with all the terms of this work profile. But final decision of appointment will be of Managing Committee of **INDIA Redefined**.
- Within a period of two months after you receive your appointment letter, you are responsible to find motivated and committed individuals, from their own areas to work on voluntary basis as Working Members Committee of India Redefined under you, with people from their own area who have expertise, passion and skill in any one of the following areas:

1) Clean, Green , Environment

- 2) Writing and Communication
  - 3) Events organizing
  - 4) Project conceptualizing and project writing (for participatory projects)
  - 5) Speakers
  - 6) Peace and Unity Group
- 7) Information Technology

- Help in finding some deserving Youth coordinators, right people from other nearby Rural Areas to become part of your Working Members Committee , and help other Chapter Coordinators do the same. Make people from Rural Areas or people who can't understand English understand their work profile given on website. But final decision of appointment will be of Managing Committee of **INDIA Redefined**.
- Try to be part of following wings in your City / Village and find 4 Coordinators of these wings of INDIA Redefined in your City / Village with the help of City / Village Coordinators of your City / Village. Chapter Coordinators can identify the names of those wings which he /she wants to be part of and write the names in your letter of Consent written to [ranjana.kanti@indiaredefined.org](mailto:ranjana.kanti@indiaredefined.org) when you agree with all the terms of this work profile.

***In addition to All India Coordinators, State Coordinators, City Coordinators, Chapter Coordinators and Village coordinators, District Coordinators, International and National Coordinators of Friends of INDIA Redefined Group, NRI Coordinators, Youth Coordinators, there are different Wings of India Redefined.***

### **Different Wings of India Redefined.**

- ❖ **India Redefined Public Policy & Administration Advisory Committee (PPAAC)** - For Indian Administrative Service and experts in Public Policy & Administration
- ❖ **India Redefined Health and Hygiene Action Group** - For Doctors and Public Health Professionals
- ❖ **INDIA Redefined Citizen Safety Forum** - For Indian Police service, Defence (Army, Navy, Air force) and Para-military Personnel & Security Experts

- ❖ **India Redefined Citizen** - Corporate Collective Responsibility Group(CCCRG) for Citizens to join their Individual Social Responsibility ISR to join with Corporate for their Corporate Social Responsibility CSR
- ❖ **India Redefined 3<sup>rd</sup> Sector Partnership Program** - For NGOs to partner with INDIA Redefined
- ❖ **India Redefined Entrepreneur's Initiative Group/Forum-** For Entrepreneurs including Social Entrepreneurs, who have already succeeded in their fields and is also for those Entrepreneurs including Social Entrepreneurs who want to initiate some Activities, or Initiatives on this platform
- ❖ **India Redefined Rural Development Wing**
- ❖ **INDIA Redefined Global Indians Group (GIG), NRIs**
- ❖ **India Redefined Citizen' s Legal Advisory Forum-** For Judges, Lawyers and other legal professionals
- ❖ **India Redefined Media PR wing** - For Journalists, Reporters from TV, Print media, Radio and people with Media/PR expertise
- ❖ **India Redefined Creative Wing**
- ❖ **India Redefined Events Organizing wing**
- ❖ **India Redefined Writing and Communication wing**
- ❖ **India Redefined Project conceptualizing and project writing (for participatory projects)wing**
- ❖ **India Redefined Speakers wing**
- ❖ **India Redefined Unity and Peace Group**
- ❖ **India Redefined Research and Development wing**
- ❖ **India Redefined Information Technology wing**

- Conduct Chapter Level INDIA Redefined event at once in 2 months under the banner of INDIA Redefined by generating your resources with your other City / Village Coordinators and City / Village level Wings Coordinators and some of the Chapter Coordinators, whom you have identified.
- Monitor INDIA Redefined campaigns such as "C.U.R.E. India" Campaign , "Ek Ka Dus" Campaign, "Educate India" Campaign, "I Care" Campaign, Youth Campaign of "Clean, Green, United and Peaceful India", "Develop Your own Village" Campaign , "INDIA Redefined Awareness Campaign" , "Internship Programs" the active support of other City / Village coordinators, City /

Village level wing Coordinators, Chapter Coordinators of your City whom you have identified.

- Commit a certain number of hours on a weekly basis.
- Be consistently involved in creating awareness of the INDIA Redefined movement, activities and campaigns in different segments of India throughout the year in order to involve maximum number of people. For a movement to be successful the first requirement is that people should know about it – and as Coordinator, this is your primary duty.
- Submit a report of the work done to [ranjana.kanti@indiaredefined.org](mailto:ranjana.kanti@indiaredefined.org) of the movement on a per month basis.
- Keep the records of the events conducted under INDIA Redefined banner in form of pictures as well as articles, etc. Generate resources for the events.
- No travelling allowance will be given to any INDIA Redefined All India Coordinator.
- Coordinators will be provided a @indiaredefined mail id and are required to check @indiaredefined mail every day
- As a coordinator your work is not complete till you have sent your monthly report – this should include members inducted, activities done (with details), activities in progress, any other work being carried out. Unless your report is received your efforts cannot be recognized, and neither can India Redefined project these as work done by India Redefined teams. A reporting template that will be provided
- Do not promote own company or business, through “India Redefined” platform.
- Coordinators are appointed with their concurrence and are expected to devote some time every week to India Redefined activities. If he/ she is unable to perform any action for 30 days without adequate reason, then

he/she will be advised to vacate the position to give the opportunity to someone who is able to take on the responsibilities.

- *All the appointments are only for a defined tenure.*
- *All persons have voluntarily opted for the position & no remuneration in cash or kind will be given by IR for his/her services for the said period.*
- *All events, exhibitions, seminars, gathering of any kind which the individual conducts on behalf of IR will be his/her sole responsibility and IR cannot be held accountable for any of individual's wrong actions.*
- *Legal proceeding , if any, with the Coordinator or IR will be under MUMBAI court jurisdiction.*
- *All instruction from IR will be by mutual consent with the appointed individual or committee*