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No. LKS/23/2026(1)

11.02.2026

**NOTIFICATION**

**Sub:- Walk-in Interview for State Level Volunteer Coordinator and District Volunteers for Pravasi Mission**

Read: 1. G.O. (Rt).No. 30/2026/NORKA dated 14.01.2026

Proceedings No: LKS/23/2026 Dated: 11.02.2026

The Pravasi Mission proposes to strengthen the participation of returnee migrants and the diaspora in social development initiatives, civic engagement, and community leadership across Kerala. It aims to facilitate decentralised, bottom-up reintegration and social development initiatives through Local Self-Governments (LSGs), in collaboration with Panchayats, Municipalities, Pravasi Cooperatives, Self Help Groups (SHGs), and community-based organisations.

Walk-in Interview is being conducted for engagement as State Level Volunteer Coordinator and District Volunteers under Pravasi Mission

**1. Positions and Roles and Responsibilities**

**1.1. Position 1: State Level Volunteer Coordinator**

**Number of Positions:** One

**Role and Responsibilities:**

The State Level Volunteer Coordinator will:

- Coordinate and provide guidance to District Volunteers across all districts
- Monitor and support district-level implementation of Pravasi Mission initiatives
- Facilitate communication between State Mission team and District Volunteers
- Assist in organizing state-level programmes, training sessions, and capacity building initiatives
- Compile district-level reports and feedback for state-level review
- Support in developing and implementing best practices for volunteer engagement

**Eligibility:**

- Under Graduate qualification and above
- Work experience in Government sector would be desirable

- Good coordination, communication and organizational skills
- Willingness to work with grassroots level volunteers and stakeholders
- Not have completed 60 years of age as on the date of walk-in interview

### **Documents Required**

- Resume
- Experience proof
- Self-declaration
- Photo ID

### **1.2. Position 2: District Volunteers**

**Number of Volunteers:** One Volunteer for each District in Kerala (14 positions)

#### **Role and Responsibilities:**

Selected District Volunteers will be primarily drawn from the returnee migrant community and will perform the following functions:

#### **Outreach and Mobilisation**

- Identify and engage return migrants at the grassroots level
- Create awareness about Pravasi Mission services and programmes
- Encourage community participation in Mission initiatives

#### **Mentoring and Peer Support**

- Provide guidance to returnees based on lived experiences
- Offer emotional, motivational, and peer support

#### **Community Liaison**

- Act as a link between the returnee community and District Mission teams
- Facilitate feedback, trust-building, and local-level engagement

#### **Support in Programme Delivery**

- Assist in organising camps, trainings, meetings, and local events
- Support data collection, beneficiary follow-up, and last-mile service delivery

#### **Eligibility:**

Candidates shall:

1. Be a returned Pravasi with not less than two (2) years continuous stay outside India.
2. Be a permanent resident of the concerned district.
3. Have actively worked in Pravasi / migrant-related welfare activities.
4. Possess good communication skills
5. Be willing to undertake fieldwork and travel.
6. Not have completed 55 years of age as on the date of walk-in interview.

## Documents Required

- Resume
- Passport /Visa proof
- Residence proof
- Experience proof
- Self-declaration
- Photo ID

## 2. Desirable

- Experience with Government / NGO / Development projects.
- Computer literacy.
- Project coordination experience.

## 3. Disqualification

Candidates furnishing false information shall be disqualified

## 4. Mode of Selection – Walk-in Interview

Interested and eligible candidates may attend the Walk-in Interview as specified below, along with all required supporting documents. **Candidates shall report at the venue by 10:00 AM and registration will close at 11:00 AM**, after which no candidates will be permitted to attend the interview.

Region	Districts (Candidate residing in)	Venue	Interview Date	Interview Time
Thiruvananthapuram	Thiruvananthapuram, Kollam, Alappuzha, Pathanamthitta	<b>NORKA Roots</b> Head Office, Thycaud, Thiruvananthapuram	19.02.2026	11 AM
Ernakulam	Ernakulam, Thrissur, Kottayam, Palakkad, Idukki	<b>NORKA Roots Attestation Centre</b> , Commercial Building, 6th Floor metro station, Mahatma Gandhi Rd, Ernakulam, Kerala 682035	20.02.2026	11 AM
Kozhikode	Kozhikode, Malappuram, Wayanad, Kannur, Kasargod,	<b>NORKA Roots Attestation Centre</b> , 1st floor, Vikas Building, Link Rd, Palayam, Kozhikode, Kerala 673002	21.02.2026	11 AM

## 5. Interview and Evaluation

Component	Max Marks
Qualification	15
Experience	25
Communication	20
Domain Knowledge	20
Motivation	20
Total	<b>100</b>

## 6. Mode of Engagement

The engagement will be purely voluntary and community-driven, aimed at strengthening social inclusion, democratic participation, and local ownership of reintegration efforts. The Pravasi Mission reserves the right to modify the selection process or criteria, as deemed necessary.

## 7. Honorarium

The selected applicants shall be engaged as volunteers on an honorarium basis for a period of 1 year. State Level Volunteer shall be paid a performance based honorarium of Rs. 30,000/- and District volunteers shall be paid a performance-based honorarium of Rs. 15000/- per month, subject to satisfactory discharge of duties.

## 8. Positioning and Commencement of Work

Positioning and commencement of work by the selected State Level Volunteer Coordinator and District Volunteers shall start from 1<sup>st</sup> March, 2026.

## 9. Review Mechanism / Performance Appraisal

The performance of the volunteers shall be monitored and reviewed at regular intervals by Norka Department, and continuation shall be subject to satisfactory performance.

## 10. Performance Appraisal Committee cum Grievance Cell

Performance appraisal at District Level will be done by the District Collector as Chairman.

## 11. Provision for Discharge

Any volunteer who is not able to provide satisfactory services shall be discharged from the duties.

Director