

## Freeset Employment Description: Issued 25 Sept 2009

### Capacity Building Consultant

#### About Freeset:

Freeset (Triplenine Software Pvt Ltd) exists to provide dignified employment in a healing work community, for women wanting to break free from the sex trade. Freeset recognizes that many women working in the sex trade did not choose such a life but are victims of trafficking or poverty. Hence Freeset begins with the paradigm of 'choice' – offering an alternative form of employment where these women can experience dignity and begin a journey towards healing and wholeness.

Although Freeset is a business, all profits are retained and used exclusively for the benefit of the women (health care, childcare, debt intervention, vocational training etc) and to grow the business so more women in the future will have the opportunity to choose freedom.

Over the past 7 years Freeset has established a model which offers a sustainable and integrated response to the economic and social needs of women seeking to break free from the sex trade. Freeset responds to the economic needs of these women by offering long term employment (including vocational training) as well initial debt and housing intervention. Secondly, Freeset is strongly committed to community. At Freeset, a woman experiences acceptance as well as respect and participation in a caring community which walks with her in a shared journey of healing and hope.

Today about 150 women employed at Freeset manufacture quality jute bags and organic cotton T-shirts for the export conference and business to business markets, but Freeset's core business is freedom! Freeset is located on the edge of Sonagacchi (Kolkata), one of the largest red light districts in India. A central part of Freeset's strategy is to locate itself within the community in which it seeks to have a transformational impact.

For more information see our website: [www.freesetglobal.com](http://www.freesetglobal.com)

#### About the Position:

Freeset has recently commenced a capacity building program with ASK (an Indian NGO). At the heart of this program is Freeset's desire to further empower the women of Freeset. This empowerment will mean:

- a. That Freeset women take greater control and responsibility for their work.
- b. That Freeset women have greater ownership of and input into the vision and values of Freeset.
- c. That Freeset women begin to express their empowerment in seeking to bring change to their families, neighbourhoods and communities on matters which they feel need to be addressed.

The capacity building program will include:

- a. A needs assessment.
- b. Developing training programs.
- c. Changing our management structure and culture to better suit development
- d. Developing the strategy of our Trust (a separate but aligned organisation).
- e. Developing leadership from amongst the women.
- f. Building our fair trade credentials.

The person appointed to this position will be primarily responsible for the implementation and monitoring of this capacity building program and will report to the General Manager. We are seeking a

highly motivated manager or consultant that has successfully helped businesses develop strategies and implement programs to motivate staff and increase production and has a working knowledge of development principles and practices and fair trade or is willing to learn.

**REQUIREMENTS:**

- Fluent in Bengali or Hindi or both.
- Able to work with a staff comprised of 95% women and treat everyone with complete respect.
- Able to quickly build trust with new communities.
- Able to work with a diverse business that includes foreigners and various Indian communities.
- Working knowledge of Microsoft Office (Word, Excel, Power Point).
- Skilled as a task manager.
- Excellent communication skills via internet and within meetings.
- Able to capture information of meetings and collate into organized, coherent documents.
- Experienced with planning and implementing team and self development programs to increase production and self confidence.
- Able to assess data and problem solve to create programs or make suggestions for change in the business structure.
- Understand manufacturing processes.

The position will suit someone who is seeking the opportunity to serve others rather than simply progress their own career ambitions. This position will suit someone who has modest salary expectations, an appetite for hard work and a passion for excellence. Freeset is particularly keen to employ women in positions of leadership.

**Standard conditions of employment:**

Freeset operates 6 days a week: Work hours are 10am – 7pm (with 1 hour for lunch) Monday to Friday and half day Saturday (Usually 10am – 2pm).

Remuneration: - negotiable and commensurate with experience and skills.

To apply, please send your resume (CV) to: [hr@freesetglobal.com](mailto:hr@freesetglobal.com)