

## **JOB DESCRIPTION**



**OPENING FOR: COMMUNITY ORGANIZER**

**NAME OF THE PROGRAM: SENHA CENTER**

**ROLE REPORTS TO: PROGRAM OFFICER**

**JOB LOCATION: JANTA NAGAR (MANKHURD)**

### **ABOUT THE PROGRAM**

We work on the health and nutrition of women and children in the most vulnerable slums of Mumbai. We address health care from two directions. On the demand side, by attempting to create informed users of health services who will expect higher quality; and on the supply side, by working with public sector health providers (the Municipal Corporation of Greater Mumbai and the ICDS) to improve the quality of health services.

#### **Goal**

To improve the nutritional status of married women at pre and post conception and delivery and of children under six years of age in vulnerable communities in Mumbai

### **THE ROLE**

- Mobilizing stakeholders for the events
- Monthly calendar of activities.
- Mobilizing volunteers and conducting meetings
- Home visits to assess family health, deliver appropriate information and preliminary counseling and support to access appropriate services.
- Formation and strengthening of community groups and their regular meetings, organizing community campaigns and liaison with service providers; referrals for individuals and families who need help with nutrition, illness and violence.
- Mobilizing community participation for all the activities, services in the community.
- Updating comcare data.
- Maintaining all 500 house hold information in registers or comcare.
- Identifying all deaths of women and children and supporting verbal autopsies.
- Periodic review of work and strategies.

### **RESPONSIBILITIES**

- Daily home visit to beneficiary –individual/group
- Periodic anthropometry
- Monthly menstrual surveillance
- Weekly group meetings
- Monthly community events
- Referrals

- Participate in team discussion about program implementation
- Daily updation of comcare data
- Other tasks assigned by the program officers

### **MANAGERIAL (Leadership) competencies**

- Report daily to the Program Officer
- Participate in bi monthly staff meetings, weekly centre level meetings, trainings etc.
- Manage data capture, storage and reports.

### **PERSONAL ATTRIBUTES**

#### **Essential**

- **Education to at least 8 class pass**
- Some work experience in social work
- Preferably from the community in which they will work and with some exposure if not work experience.
- Age, marriage-no bar; good communication and networking skills; documentation skills;
- Experience in advocacy with a range of stakeholders for change in policy and practice
- Interest in child health and nutrition
- Fluency in Hindi and Marathi.
- Self-starting and self-monitoring abilities.
- Flexibility in time management.
- Willingness to travel within slum community
- Handling mobile base applications (comcare for program)

#### **Desirable**

- Familiarity with government systems, schemes
- Experience in community mobilization.
- Negotiation skills.

### **APPLICATIONS**

Interested applicants can send their updated CVs to: [shikha.kotian@snehamumbai.org](mailto:shikha.kotian@snehamumbai.org) OR [recruitment@snehamumbai.org](mailto:recruitment@snehamumbai.org) with Subject line-**SNEHA- Sneha Center- Community Organizer**