

JOB DESCRIPTION



OPENING FOR: COMMUNITY ORGANIZER

NAME OF THE PROGRAM: SNEHA CENTER

ROLE REPORTS TO: PROGRAM OFFICER

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.

The goal is 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

PROJECT SITE

The intervention is developed and incorporated within the existing SNEHA Centres network in Mumbai's most vulnerable slum areas of Janta Nagar & Indira Nagar (Mankhurd).

PURPOSE OF THE ROLE

1. Maintaining all designated household, individual beneficiary information in register and comcare
2. Monthly calendar of activities.
3. Mobilizing volunteers and conducting meetings
4. Home visits to assess family health, deliver appropriate information and preliminary counselling and support to access appropriate services.
5. Mobilizing stakeholder for events ICDS/MCGM/CAGs
6. 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.
7. Mobilizing community MWRA, Pregnant-lactating mother, adolescents, men, CAG participation for all the activities, services in the community.
8. Updating comm care data.
9. Identifying all deaths of women and children and supporting verbal autopsies.
10. Periodic review of work and strategies.

DUTIES & RESPONSIBILITIES

1. Daily home visit to beneficiary –individual/group
2. Periodic anthropometry
3. Monthly menstrual surveillance
4. SAM/MAM Parents Meeting
5. CAG Meeting
6. Monthly community events
7. Referrals
8. Participate in team discussion about program implementation

Other tasks assigned by the program officers

MANAGEMENT & REPORTING

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

EDUCATIONAL QUALIFICATION & EXPERIENCE REQUIRED FOR THIS POSITION

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

PERSONAL ATTRIBUTES

DESIRABLE

1. Familiarity with government systems, schemes
2. Experience in community mobilization.
3. Negotiation skills.

APPLICATIONS

Interested candidates can send their CVs with cover letter by Date via email on shikha.kotian@snehamumbai.org OR recruitment@snehamumbai.org with the Subject line: **SNEHA CENTER-COMMUNITY ORGANIZER-JANTA NAGAR**