

JOB DESCRIPTION



OPENING FOR: Program Officer-Counselling (WOMAN ONLY)

NAME OF THE PROGRAM: PREVENTION OF VIOLENCE AGAINST WOMEN AND CHILDREN

ROLE REPORTS TO: Program Coordinator- Counselling

LOCATION: Govandi and Dharavi

THE PROGRAM - PREVENTION ON VIOLENCE AGAINST WOMEN AND CHILDREN

SNEHA's Program on Prevention of Violence against Women and Children aims to develop high-impact strategies for primary prevention, ensure survivors' access to protection and justice, empower women to claim their rights, mobilise communities around 'non tolerance for violence', and respond to the needs and rights of excluded and neglected groups. The Program prioritises enhanced co-ordination of the state response to crimes against women through convergence approach that works with government and public systems to reinforce their role in assuring basic social, civil and economic security. Primary preventive interventions are carried out through community outreach programs and campaigns. Secondary interventions for survivors of violence are provided through a comprehensive service-oriented system.

WHAT SNEHA CAN OFFER YOU

SNEHA is a women-led organisation with staff from diverse backgrounds. We have a maternity leave policy in keeping with the recent government ruling, as well as a paternity leave policy, among others.

SNEHA believes in investing in the professional and personal development of its staff. The Program's counselling centers train counsellors in the Rogerian client-centered approach and in administering psychological first aid.

They are also trained in mental health counselling which includes responding to common mental health conditions, suicide risk assessment and intervention, psycho-education, and ethics in counselling (self-care, boundaries, etc.). Counsellors are given refresher training on basic principles of counselling, women's rights, gender-based violence, and laws relating to women and children.

Engagement with volunteers and community groups

Identification and profiling of volunteers

Mobilize and engage volunteers in community level events on health and nutrition and GBV

Mobilization volunteers to take ownership for community development

Creating a pool of community volunteers who will become our advocates in the community to sustain our work at community level

Guide community volunteers to lead collective actions in the community

Formation and sustainability of Youth theater group by regular training, meetings and follow ups.

Engagement with stakeholders

To coordinate with Health post, ICDS and police for convergence while conducting community meetings and events

To coordinate with local groups of youth, CBO's and NGO's to network to collaborate our activities jointly or independently

Participate in team discussion, stakeholder's meetings for program implementation

Other tasks:

Ensure services are provided to survivors of gender based violence

Ensure sanginis are getting practical and theoretical training for case management

Ensure sanginis are able to provide secondary interventions

Ensure timely documentation of case work and updating modules as per the need

Conducting monthly meeting and sessions with volunteers and engage them in the case work

Building capacity of sanginis on gender based violence related issues and barefoot counseling



Other tasks:

Documentation:

Maintain counseling data update in CommCare

Maintaining data in CommCare and if required in physical registers/book

Prepare a monthly calendar of activities/events

Contribute to the organizational culture and work of SNEHA to an appropriate degree

Coordination with sanginis and their CommCare update and conducting App training

EXPERIENCE AND QUALIFICATIONS

1. Educational qualification: MSW, MA in SW; MA in Counselling
2. At least three years' work experience with NGO.
3. Hindi- and Marathi speaking skills are desirable.
4. MS Office skills are necessary.
5. Prior experience in working with survivors of gender-based violence is desirable.

PERSONAL ATTRIBUTES

1. Unflinching commitment to gender equality and women's rights.
2. Ability to put aside personal biases and religious/cultural/social/economic upbringing/values when working with survivors of violence.
3. Effective communication and inter-personal skills.
4. Ability to manage change and diversity.
5. Enthusiasm for community engagement and networking.
6. Strong sense of empathy, and negotiation and persuasion skills.
7. Sound values and work ethics.
8. Willingness to work late and on weekends/ holidays (if necessary for a case).

Interested candidates can send their CV via email to sejal.kandalgaonkar@snehamumbai.org with the Subject line "Program Officer-Counselling || PVWC Strategy & Implementation"