



## **JOB DESCRIPTION**

**POSITION NAME: PROGRAM OFFICER (MALE ENGAGEMENT)**

**PROGRAM NAME: MATERNAL & CHILD HEALTH (MCH)-BHIWANDI**

### **ABOUT SNEHA**

A secular, Mumbai-based non-profit organisation, SNEHA believes that investing in women's health is essential to building viable urban communities. SNEHA is 450+ person strong, innovative and progressive organization that works on health and nutrition in urban slum pockets with women and their families. SNEHA follows the life-cycle approach to health and nutrition, by intervening at critical junctures (adolescence, preconception, conception, pregnancy, postnatal, infancy and toddlerhood, family planning) to ensure improved health and nutritional outcomes for women and children living in some of Mumbai's most vulnerable and deprived slums and in the Mumbai Metropolitan Region (MMR) as well.

SNEHA recognises that, in order to improve urban health standards, our initiatives must target both care seekers and care providers. We work with communities residing in informal settlements to empower women and communities to be catalysts of change in their own right and collaborate with existing public health systems and health care providers to create sustainable improvements in urban health. We have currently 11 programs running across SNEHA which are Maternal and Child Health (MCH), Empowerment, Health and Sexuality of Adolescents (EHSAS), Prevention of Violence against Women and Children (PVWC), SNEHA Shakti, Palliative Care, Livelihood Generation, Central Operations, Research and IM.

### **ABOUT THE PROGRAM**

SNEHA's Maternal and Child Health program seeks to improve the quality of delivery of maternal and neonatal health care in urban slums by building an accountable healthcare system as well as to empower communities to be responsible for addressing women's and newborns' integrated health needs.

The intervention model includes public health systems to improve referral linkages and to increase utilization of health care services provided by them. The project adopts this approach and works to create a collective vision and facilitates individuals, families, communities and health systems to realize that vision. The project aims to improve the health and nutritional status of married women and of children under six years of age in vulnerable communities of Bhiwandi.

### **THE PROFILE**

#### **DUTIES:**

1. Responsible to carry out sessions with beneficiaries on thematic areas of gender, sex, sexuality, sexual and reproductive health and gender based violence and field level implementation.
2. Facilitate content delivery with community beneficiaries /Change Agents on topics of Civic engagement, leadership development
3. Responsible for monitoring and guiding Community Organizers for community mobilization.
4. Assisting PC in managing the administration and finance related compliance for the project
5. Working with frontline workers from public systems to coordinate with them.
8. Facilitating sessions with men or parents to create buy in and dissipate myths and misconceptions on health and their services and work on NCD/TB screening referrals & follow up.
9. Documentation of processes related to group education and working closely with PC to enhance conceptual learning among men.

10. Supporting PC and CO to facilitate interface between public system staff and community volunteers.

**RESPONSIBILITIES:**

1. Coordinating with community organizers for mobilization of families and their men for group session, events etc.
2. Conduct group sessions with community people as per program protocol
3. Ensuring all group sessions, parents meetings, and events conducted as per protocols
4. Planning, implementing, documentation of assigned activities
5. Coordination with intervention team for support, follow-up/feedback
6. Administrative tasks if applicable

**MANAGERIAL (Leadership) competencies:**

- To plan group session/events/parents meeting
- Report weekly to the Program Coordinator
- Manage data and ensure data entry by group sessions in commcare on decided frequency
- Contribute to the organizational culture and work of SNEHA to an appropriate degree
- Participate in the SNEHA activities

**PERSONAL ATTRIBUTES Essential:**

Excellent skills of interpersonal communication, presentation skills, writing in English

Experience in documentation, quantitative and qualitative data interpretation

Excellent MS office skills (Word, excel and power point)

**JOB LOCATION: BHIWANDI NIZAMPUR MUNICIPAL CORPORATION (BNMC)**

**Qualification / Experience:**

- Graduation (Full time course) - with minimum 4 years of relevant experience in child health, maternal health, family planning and violence, adolescents, community development
- Ability to maintain role boundaries
- Interest in different themes like child health and nutrition, family planning, NCD/TB and maternal and new-born health
- Fluency in English, Hindi and Marathi.
- Self-starting and self-monitoring abilities.
- Flexibility in time management.
- Willingness to travel within Mumbai, Maharashtra and India.

**Desirable:**

- Familiarity with government PDS / SPS systems- schemes for community beneficiaries, networking with local NGOs working for MCH in Bhiwandi or other area as well.
- Experience in community mobilization, counselling
- Negotiation skills.

Applications to be sent via email to [sejal.kandalgaonkar@snehamumbai.org](mailto:sejal.kandalgaonkar@snehamumbai.org) / [damini.pandey@snehamumbai.org](mailto:damini.pandey@snehamumbai.org) with Subject line: "MCH-Program Officer(MaleEngagement) in BNMC"