

ABOUT SNEHA

SNEHA, a Mumbai-based non-profit with over 450 staff, focuses on improving health and nutrition in urban slums. Using a life-cycle approach, it addresses critical health and nutrition needs at key stages—from adolescence to family planning—aiming to enhance outcomes for women and children in vulnerable communities across Mumbai and the Mumbai Metropolitan Region.

It focuses on enhancing urban health by empowering both care seekers and providers. We work with informal settlement communities to drive change and partner with public health systems to ensure sustainable improvements. Our programs include Maternal and Child Health, Empowerment Health And Sexuality of Adolescents, Public System Partnership, Prevention of Violence against Women and Children, SNEHA Shakti, Palliative Care, and Livelihood Generation.

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.

We aim to improve the health of pregnant women and young children to enable children to develop to their full potential. We strive to break the intergenerational cycle of poor health by working across the life-stages of a woman - pre-pregnancy, pregnancy, childbirth and early childhood. The program strategies address the immediate and underlying determinants of child nutrition and early childhood development (ECD), by promoting behavior change around the child's food, diet and care practices; strengthening access to health, nutrition and social protection services; building capacity of local community volunteers who act as peer educators to create an enabling environment for preventing malnutrition among children. Our long-standing partnership with public systems will help mainstream the child health and nutrition agenda.

"WHAT'S IN IT FOR ME" (WIIFM) - AT SNEHA

At SNEHA, our fundamental belief is that prioritizing people is key, demonstrating our strong dedication to nurturing a supportive and growth-driven atmosphere. We uphold an open-door policy that champions transparency and open dialogue. We actively invite employees to voice their ideas, feedback, and concerns, fostering a culture where innovation and teamwork can flourish.

If you value excellence and are passionate about nurturing individuals, SNEHA is the perfect place for you!!

For detailed Information visit our website: www.snehamumbai.org and follow us on:

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	@snehamumbai

PROFILE SNAPSHOT

Designation: Program Officer

- ✚ **Subject line:** MCH-Aahar Direct Intervention
- ✚ **Role:** This role involves planning and implementing project activities, such as of child health and nutrition, maternal and newborn health, family planning and prevention of violence against women and children.
- ✚ **Educational Requirement:** Bachelor's degree or equivalent
- ✚ **Experience:** Minimum 5yrs experience of Supervision and relevant field experience
- ✚ **Location:** Nerul, NaviMumbai
- ✚ **Reports to:** Program Coordinator
- ✚ **Apply:** Applications are to be sent via email to damini.pandey@snehamumbai.org with the Subject line: "Position Name mentioned in the JD"

Comprehensive overview of the position

Program officer intervention will be heading a team of 3 community organizers and will be supported by program coordinator. Interest in different themes like child health and nutrition, family planning, Early Childhood development, prevention of violence against women and children and maternal and new born health.

CORE RESPONSIBILITIES:

TEAM RELATED

- Achievement of program deliverables and key result areas on different components of child health and nutrition, maternal and newborn health, family planning and prevention of violence against women and children.
- Planning and implementing project activities in coordination with Program Coordinator (PC) and field team

- Mobilization and formation of volunteers to take ownership for community engagement and development
- Need based training and capacity building of the team.

COORDINATION WITH STAKEHOLDERS

- Liaisoning with government systems like - ICDS, Health Post and NMMC department as per the need for improved health care services by bridging the gap between community and systems
- Coordination with other NGO's having field presence in the community and other stakeholder etc. for referral services.
- Building and sustaining effective rapport with different stakeholders including health facilities staff, ICDS, local NGOs and community volunteers.

TIMELY TASKS

- Appropriate and timely documentation of all meetings, events, activities and innovations of the center.
- To improve primary and secondary outcome indicators of the program.
- Deliver other program related administrative functions
- Preparing event and center budgets.
- Ensuring budget utilization as per the plan and submission of account related documents on time.
- Trouble shooting at the facility level and community level

Critical Traits:

- Being able to speak, understand, write, and read English, Hindi, and Marathi
- Self-starting and self-monitoring abilities
- Comfortable and willing to work in a team
- Trustworthy and reliable
- Problem-solving and conflict management
- Contribute to the organizational culture and work of SNEHA to an appropriate degree

Behavioural Competency:

- Excellent skills of interpersonal communication and presentation
- Experience in documentation, quantitative, and qualitative data interpretation
- Ability to maintain role boundaries and team monitoring with close supervision

“Come and be a catalyst for innovation and positive change—apply today to shape the future with us!”