

**Coordinator – Worker Facilitation Centre**

**Company:** Aajeevika Bureau (Social Compact partner)

**Location:** Pune (Pimpri Chinchwad / Chakan)

**Positions-** 2

**Roles & Responsibilities**

The Coordinator (Worker Facilitation Centre) will be responsible for leading the project design and implementation of outreach and service delivery to migrant workers in the industrial clusters around Pune. Specific roles and responsibilities are as follows:

- Lead the design and implementation of operational work plans in alignment with the objectives of the initiative.
- Liason extensively with local governments and important stakeholders in the government to help advance the defined outcomes of the Compact
- Track progress against defined outcomes of the Compact
- Lead outreach regarding various services provided by the WFC among migrant workers employed in the industrial clusters around Chakan. Building rapport with various worker groups through regular visits and follow-ups.
- Organizing regular meetings and workshops for workers regarding various social security schemes and entitlements, financial literacy, primary and occupational health, legal awareness and other issues related to enhancing the dignity and welfare of workers.
- Design systems to regularly document and showcase the impact of the initiative.
- Enabling access of workers to various government benefits and entitlements.
- Designing and implementing mass publicity events, campaigns and tools around the functions and services of the Worker Facilitation Centre and ensuring walk-ins, enrolments, linkages and facilitation of benefits.

**Desired Skills & Experience**

- Graduate/Post-Graduate with and educational background in social work/ development studies/social sciences or similar disciplines would be preferable.
- At least 3-5 years of work experience. Experience in labour welfare, labour rights would be highly preferable. The position demands a willingness and interest to work in the community

and engage with unorganised sector workers, who may be difficult to reach out to. Work hours and the field area would be demanding and the candidate would need to be prepared for the same.

- Sound knowledge of Marathi and Hindi, along with basic knowledge of computers and ability for documentation is essential.
- Women candidates are strongly encouraged to apply.

Our salary offer will be in the range of salaries in mid-sized, professionally run non-profit development organisations. We aim to be a gender just, equal opportunity employer with respect to building diversity in our teams.

Applications for this position can be sent to [jobs@ajeevika.org](mailto:jobs@ajeevika.org) with your latest CV and a covering email letter. **Please mention the position clearly in email subject line.** The last date for receiving applications is **5<sup>th</sup> Jan, 2022.**

### About Social Compact

Social Compact is a multi-stakeholder platform that seeks to ensure greater dignity and equity for 1 million informal workers and their families in India. It is a partnership of leading industries with civil society organisations. Social Compact seeks to secure six major outcomes for workers - wages, health, safety, social security, entitlements and skilling. It enables companies to undertake a reflection-to-remedial-action journey empowered by best practices, individual and collective solutions and a peer group of like-minded companies.

Aajeevika Bureau and Dasra along with a few leading industry leaders have initiated a pilot with companies across Pune that are engaging to analyse labour practices in their ecosystem and co-create a gap improvement plan for the workforce dependent on it. Social Compact seeks to cover all categories of workers including contract workers and workers in supply chains of large industries. The Social Compact movement is moving rapidly forward and now looking to recruit a Team Lead to take charge of its growing work.

### About Workers Facilitation Sector

The **Worker Facilitation Centre (WFC)** is a significant intervention being set up under the Social Compact in the industrial area of Chakan in Pune. The function of the centre is to act as a space for workers to walk-in for information, counselling and access to government schemes and benefits. The WFC seeks to provide targeted services to workers in the realms of financial inclusion, social security, health and legal aid. The WFC team will also operate a mobile help desk that will be rolled out in adjacent industrial clusters based on a pre-determined schedule.

### About Aajeevika Bureau

**Aajeevika Bureau**, headquartered in Udaipur, is a non-profit trust registered in 2005 with a vision to secure, dignified lives of communities dependent on labour and migration ([www.ajeevika.org](http://www.ajeevika.org)). Aajeevika Bureau operates through a network of facilitation centres and offers services and solutions to seasonal migrant workers and their families. These centres are based at the 'rural 'source (in Rajasthan) and 'urban 'destinations (in Gujarat and Maharashtra).