

JOB DESCRIPTION

OPENING FOR: PROGRAM OFFICER-COUNSELLING (FEMALE ONLY) PHASE III & IV

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

ROLE REPORTS TO: PROGRAM DIRECTOR

JOB LOCATION: KURLA (PHASE III & IV)

ABOUT THE PROGRAM – PREVENTION AGAINST VIOLENCE 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 'zero 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.

The Program's counseling centres and services SNEHA works on secondary prevention of violence through crisis intervention and extended response (including counselling) that are delivered by counsellors trained in addressing gender-based violence. Services comprise of taking the woman to the hospital, enlisting police help, lodging police complaints, imparting pre-litigation counselling, filing cases under the Protection of Women from Domestic Violence Act and other laws, home visits, referrals to shelter homes/mental health services/other services according to the woman's needs, and subsequent long-term follow-up.

WHAT SNEHA CAN OFFER YOU

SNEHA is a woman-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 centres train counsellors in the Rogerian client-centred 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.

PURPOSE OF THE ROLE

Program Officers help the Program Coordinator manage the Community Team, specifically the Community Organizers, to support community mobilization, trainings, and VAWC interventions.

DESCRIPTION

The post-holder will support and implement the project activities in the assigned intervention cluster. He/she will have community mobilization and group work skills. He /she will demonstrate flair, enthusiasm, innovation, and leadership when faced with challenges in the community, and will provide immediate response to local occurrences. The Program Officers (PO) will be willing to work on issues

around gender and violence against women and Girl in the community. The Community Program Officer reports to Program Coordinator and maintains day-to-day contact with all colleagues and supervisors.



DUTIES & RESPONSIBILITIES:

- PO is responsible for managing a team of Community Organizer to empower the COs, provide guidance and support to improve their understanding and ability to deal with sensitive issues in the community.
- Program Officers monitor daily planning, implementation and reporting and documentation of the activities of CO. He/ She also informally interact and discuss with their Community Organizers each morning on-going or new issues, as well as conducts regular group meetings.
- As necessary, POs are required to respond to emergencies when office is closed on the weekends and coordinate with relevant counselors and other crises.
- POs act as linkages between the Community Organizers/Survivors and the Counselors to facilitate referrals to the counseling centre, and following up between both groups.
- To conduct campaigns and other events, usually taking on leadership roles
- PO will guide and support the group formation and development, through community mobilization for meetings, trainings, events, campaigns, and other organizational activities.
- Form Men's and Adolescents Group to deal sensitize and educate the men and adolescents of the community on VAWG,
- PO will build their perspective for the issue of VAWG that they will come out from the patriarchal mindset and support the issue of VAWG.

EDUCATIONAL QUALIFICATION REQUIRED FOR THIS POSITION

1. Educational qualification: Preferably M. S.W. or any Social Science degree.
2. At least **three years'** experience of community work preferable.
3. Oral and written command of Hindi, Marathi and working knowledge of English.

PERSONAL ATTRIBUTES

1. Achievement mind-set to accomplish project goals.
2. Effective communication, personal and interpersonal skills.
3. Ability to solve problems in the community.
4. Commitment to community engagement.
5. Sound values and work ethics.
6. Open to diversity and respect for everyone.
7. Self-motivated to take ownership and leadership while working with the community and team

APPLICATIONS

Interested candidates can send their Resume with cover letter by Date via email on recruitment@snehamumbai.org OR suchita.yadav@snehamumbai.org with the Subject line: **Program Officer (FEMALE) –PVWC-TARA TRIAL PHASE III**