

## URGENT REQUIREMENT

SBC<sup>3</sup> is a Section 8 (non-profit) Public Company, focused on developing and implementing SBCC programs. SBC<sup>3</sup> is a UNICEF Partner organisation and has been working with UNICEF on developing SBCC strategies to End Child Marriages in Maharashtra.

We are recruiting for this UNICEF funded project for Ending Child Marriages (ECM) titled 'SAKSHUM'. UNICEF projects are a great opportunity for professional learning and growth.

***These posts are exclusively for native Marathi speakers currently living in the state. Outstanding command of spoken and written Marathi and English are essential. Non-Marathi candidates will not be considered.***

Website: [www.centreforsbcc.org](http://www.centreforsbcc.org)

### 1. Position Code: Sr PC ECM

- a. Title: Sr Project Coordinator
- b. No. of Posts: One (1)
- c. Location: Mumbai, currently office is at Santa Cruz East close to Santacruz Railway station. Will require travel to districts of Osmanabad, Latur and Sholapur.
- d. Team: One PC or Asst. PC located at Osmanabad will report to the Sr PC and will be available to travel to all three districts. However for all DTF meets and meets with department Heads the Sr PC will have to travel. Travel will be for 3-5 days at a time and will be generally once every 3-4 weeks.
- e. Timing: Full time position, 5 day week.
- f. Qualifications: Post Graduate in Social Work.
- g. Language proficiency: English and Marathi- strong proficiency in written and spoken.
- h. Experience: 5-6 years' experience with last 3 years at a senior position with demonstrated Project Management skills and direct experience of leading projects in close association/collaboration/partnership with State Government of Maharashtra. Must have proficiency with writing reports of high standards.
- i. Date for Joining: Immediate.
- j. Roles and Responsibility:
  - Manage the ECM Project and all project deliverables for the districts of Osmanabad, Latur and Sholapur.
  - Manage all report writing and submissions to UNICEF for all 12 districts covered by the plan.
  - Accountable for Project deliveries: advocacy with the District Administrations, join the District Task Force (DTF) on ECM with outcome of finalised costed District Action Plan (DAP); engage youth, frontline workers and other community stakeholders; work with departments of DWCD, Education, Health, ICDS and Panchayat for implementation of DAP; develop and make presentations both in English and Marathi, develop and implement MIS, document and report.
- k. Skills and Competencies: This is a senior position and will deal directly with the highest echelons of the State department and district Administrations. Strong leadership abilities with proven team building and management skills are necessary. Experience in development sector and on child protection issues will be an advantage. Excellent computer skills with word/PowerPoint and excel are essential. Command over spoken and written Marathi and English are mandatory. Willingness and ability to travel to the three districts is essential. Knowledge of SBCC is desirable.
- l. Remuneration: Remuneration will be between Rs 65,000 and Rs 85,000/- per month subject to qualifications and experience.
- m. Reporting to: To Founder and MD.
- n. Note: Only candidate currently located in Mumbai will be considered.

## 2. Position Code: PC/APC ECM

- a. Title: Project Coordinator or Asst. Project Coordinator (depending on qualifications and experience)
- b. No. of Posts: Two (2).
- c. Location: One post is for **resident of Nanded city** and one for **resident of Osmanabad city**.
- d. Timing: Full time position, 5 day week.
- e. Qualifications: Post Graduate in Social Work.
- f. Experience: 2-4 years' experience with last 1 year at a position with demonstrated and direct experience of projects in close association/collaboration/partnership with District Administrations.
- g. Date for Joining: Immediate.
- h. Roles and Responsibility:
  - Manage project deliverables in districts
  - Work closely with Project team
  - Accountable for Project deliveries in districts: advocacy with District Administrations, conduct Meets/Orientations in Districts; join the District Task Force (DTF) on ECM with outcome of finalised costed District Action Plan (DAP); work with departments of DWCD, Education, Health, ICDS and Panchayat for implementation of DAP; engage youth, frontline workers and other community stakeholders, make presentations both in English, Marathi and Hindi, implement MIS, document and report.
- i. Skills and Competencies: These are important and will deal directly with the highest echelons of the District Administrations. leadership abilities with high levels of initiative are necessary. Excellent computer skills with Word/PowerPoint and Excel are essential. Command over spoken and written Marathi and English are mandatory. Willingness and ability to travel across Districts.
- j. Remuneration: Remuneration will be between Rs. 25,000 and Rs 45,000/- per month subject to qualifications and experience.
- k. Reporting to: To Sr PC, ECM Districts Team Head.
- l. Note: The selected candidates will have to make own arrangements for stay at either Nanded or Osmanabad.

### IMPORTANT:

1. All positions are for the project. This is a long term project. However all employment is subject to project funding.
2. Interested candidates please send us your CV by email, within 10 days, to "[contact@centreforsbcc.org](mailto:contact@centreforsbcc.org)" with the subject line marked with the Position Code as applicable for the post: Select one of either: "Sr PC ECM" OR "PC/APC ECM"