

URGENT REQUIREMENT

Sr Project Coordinators(1 position) Project Coordinator/ Asst Project Coordinator (1 position)

Centre for Social and Behaviour Change Communication (SBC³) is a Section 8 (non-profit) Public Company, focussing on developing and implementing SBCC programs. SBC³ is a UNICEF Partner organisation and has been implementing SBCC strategies to End Child Marriages in Maharashtra.

There are two vacancies currently in our Districts Project team for this UNICEF funded project: Project Coordinators.

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

Website: www.centreforsbcc.org

Position Code: Sr. Project Coordinator, Solapur

- a. Title: Sr. Project Coordinator
- b. No. of Posts: One (1).
- c. Location: Solapur.
- d. Timing: Full time position, 5 day week.
- e. Qualifications: Post Graduate in Social Work.
- f. Experience: 6 years' experience with last 2 years at a senior position with demonstrated and direct experience of leading projects in close association/collaboration/partnership with District Administrations.
- g. Date for Joining: Immediate.
- h. Roles and Responsibility:
 - Manage project deliverables, for ending child marriages, adolescent empowerment and gender transformative programs, in districts of Solapur, Latur and Osmanabad.
 - Will be assisted by one APC .
 - Accountable for Project deliveries in districts: advocacy with District Administrations, conduct Meets/Orientations/TOT workshops in Districts, work closely with District Administrations /District Task Force, with outcome of implementation of costed District Action Plan (DAP) for the SAKSHUM Program to end Child Marriages, Work with ECM Champions in each department and ensure MIS data is collated and from all departments, , engage youth under. The SAKSHUM Yuva Shakti program and ensure SAKSHUM Diwas is conducted in targeted villages, engage frontline workers and other community stakeholders, work with local ngos and deliver classroom delivered programs in ZP schools across the district, document and report periodically.
 - Extensive travel within the districts is involved. (candidates who cannot travel should not apply)
- i. Skills and Competencies: This is a senior position and will deal directly with the highest echelons of the District Administrations. Strong leadership abilities with proven team building and management skills 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. 55,000 and Rs. 70,000/- per month subject to qualifications and experience.
- k. Reporting to: To District Project Head and operationally to the Managing Director.

Position Code: Asst Project Coordinator / PC, Jalgaon

- a. Title: Project Coordinator or Asst Project Coordinator (depending on level of experience)
- b. No. of Posts: One (1).
- c. Location: Jalgaon.
- d. Timing: Full time position, 5 day week.
- e. Qualifications: Post Graduate in Social Work.
- f. Experience: 2-3 years' experience in related cause area.
- g. Date for Joining: Immediate.
- h. Roles and Responsibility:
 - Manage project deliverables, for ending child marriages, adolescent empowerment and gender transformative programs, in districts of Jalgaon. When needed, you may also be required to assist the Sr Project Coordinator/District Project Team Head in the districts of Nashik and Dhule.
 - Accountable for Project deliveries in districts: advocacy with District Administrations, conduct Meets/Orientations/TOT workshops in Districts, work closely with District Administrations /District Task Force, with outcome of implementation of costed District Action Plan (DAP) for the SAKSHUM Program to end Child Marriages, Work with ECM Champions in each department and ensure MIS data is collated and from all departments, , engage youth under. The SAKSHUM Yuva Shakti program and ensure SAKSHUM Diwas is conducted in targeted villages, engage frontline workers and other community stakeholders, work with local ngos and deliver classroom delivered programs in ZP schools across the district, document and report periodically.
 - Extensive travel within the districts is involved. (candidates who cannot travel should not apply)
- i. Skills and Competencies: This is an important position and will deal directly with the highest echelons of the District Administrations. Strong levels of initiative and drive with proven team working and human relationship skills are necessary. Excellent computer skills with Word/Powerpoint and Excel are essential. Command over spoken and written Marathi is mandatory. Willingness and ability to travel across Districts.
- j. Remuneration: Remuneration will be between Rs. 30,000 and Rs. 45,000/- per month subject to qualifications and experience.
- k. Reporting to: To Sr Project Coordinator/District Project Head and operationally to the Managing Director.

IMPORTANT:

1. All positions are for the project- all employment is subject to project funding.
2. Candidates will need to use their own personal laptops for the project work. Allowance will be provided for Mobile and Internet.
3. Interested candidates please send us your CV by email, **before 27th February**, to "contact@centreforsbcc.org" with the subject line marked with the Position Code as

applicable for the post: Either : **Sr. Project Coordinator, Solapur** or **Asst Project Coordinator / PC, Jalgaon**.

4. **IMPORTANT:** These position are primarily for those currently located in the districts mentioned above. We regret that **Outstation candidates will not be considered.**

