

Job Description

Job Title	: Community Mobilizer - Education
Department	: Program
Location	: Delhi/NCR
Direct reporting to	: Program Manager
Functional reporting to	: Program Manager
Responsible for	: No reporting team member.
Nature of employment	: Permanent

Job Purpose:

Under the supervision of Program Manager, the post holder will build relationships between RCI and the community. He/she will be responsible to monitor Child Education interventions and ensure school enrolment and retention of the children. The community mobilizer will closely engage community members to actively participate and embrace program activities including mobilising parents and guardians to send their children to school, engage in community dialogues and in line with the Community Action Cycle work with community mobilisation teams to identify priority issues/ barriers to access to education and child protection and safeguarding issues that need to be addressed through steering the community to develop community action plans, collectively work together to implement the action plans, monitor and evaluate the implementation of the action plan.

Roles and Responsibilities:

The Community Mobiliser technical and administrative support on the day to day basis from the Program Manager. He/she will have a collaborative relationship with the community leaders in matters related to mobilising of community members to address education barriers, protection issues and identify out of school children and children with disabilities who need to be supported to access education. He/she will participate in back to school/ learning campaigns and key advocacy.

Key Functions:

- Responsible for mobilizing the communities to play an effective role in protecting the rights of the children.
- Liaise with community leaders and parents to introduce program activities and encourage community involvement in program implementation and monitoring.
- Establish and strengthen Child and Youth clubs and provide on-going mentoring and support.
- Support in establishing activities in Community Centres, and provide ongoing monitoring, support and capacity building to facilitators.
- Lead the life skill education program in the community.
- Introduce tracking the academic level competency mapping of surrounding communities
- Responsible for ensuring that all community-based networks are coordinating with each other, as well as with community centers, Child and Youth clubs and other committees.
- Support in conducting needs assessment in the target and surrounding communities, especially the children, with an aim to implement programme activities.
- Responsible for managing all aspects of the education program, including curriculum development, program implementation, retention, and student success.

- Responsible for managing relationships with students, families, and community partners to ensure the success of the program.
- Draft status reports summary of activities identified challenges and needs, with photos when possible.
- Responsible to assist the communication with Coordinator in coordination with local authorities, establishing and maintaining positive relationships.
- Responsible for Community mobilization and facilitating community dialogue.
- Assist and provide guidance on submission of community initiatives/proposals.
- Support the collection and documentation of impact and success stories on monthly, quarterly, semi-annual and annually.
- Builds and maintains effective relationships, with their team, colleagues, Members and external partners and supporters
- Travel as and when required.

General duties

- Uphold and work within Railway Children India's policies and procedures.
- Conduct yourself in accordance with Railway Children India's Child Safeguarding Policy and Code of Conduct Policy in personal and professional life – which includes reporting suspicions of child abuse or any other breach of these policies.
- Actively promote and embody Railway Children India's core values of Integrity, Bravery, Innovation and Effectiveness across the organization and partners.
- Undertake any other duties, as appropriate to the post, as delegated by the line manager.

Expected competencies:

- A professional with Graduate degree preferably in social sciences with around 1-3 years' experience, specifically experience in child rights.
- A good understanding of the child protection issues.
- Ability to communicate effectively in writing and fluency in local language would be a big advantage.
- Computer Savvy and can manage MIS.
- Excellent coordination, networking, management, and partnership-building skills.
- Good communication (Hindi and English), analytical, and report writing skills.

Expected attitude:

- Sensitive to the rights of children, especially on child protection and gender issues.
- Willingness to undertake extensive field work.
- Sense of balance and ability to work under pressure.
- Ability to work independently and as part of a team.
- Team Player with an orientation to play a supportive role.

Job Reference:

'Community Mobilizer, RCI'

To Apply:

The eligible candidates may send their application along with a cover letter at careers.india@railwaychildren.org.in by **December 15th, 2023**. Please mention '**job reference**' in the subject line of application. Applications received without correct subject line will not be reviewed.

'At Railway Children India we are committed to the safeguarding and protection of all those who come into contact with us in our work. We follow a range of procedures to ensure that only those who are suitable to work with children are recruited. This post is subject to a range of vetting checks including police verification.'

Due to the high volume of applications often received, only those found suitable for the role will be contacted.