

Job description: Life Skills Trainer

Job Title	: Life Skills Trainer
Department	: Programme
Location	: Delhi/NCR
Direct reporting to	: Manager Family Reintegration and Child Safeguarding
Responsible for	: No reporting team member.
Nature of employment	: Permanent

Railway Children India (RCI) is a section 8 company registered under the Companies Act 2013 (earlier section 25) in India, working for bringing sustainable changes in the lives of children living alone or at risk on the streets.

RCI endeavours to ensure that each child living or passing through the railway stations that our organisation works with, is offered a comprehensive recovery and reintegration programme which is rights based and ensures safety, well-being and permanence.

Job Specifications:

Job Purpose:

The Life Skills Trainer will be responsible for implementing and facilitating the Life Skills Education (LSE) program across communities where RCI operates. The role involves working directly with children and adolescents to build essential life competencies, as defined by the World Health Organization — “abilities for adaptive and positive behavior that enable individuals to deal effectively with the demands and challenges of everyday life.” The trainer will also mentor Peer Facilitators to co-lead sessions, fostering youth leadership and ensuring the sustainability of life skills initiatives. As the key facilitator, the trainer will lead sessions and oversee the effective rollout of the life skills curriculum in the community.

Key responsibilities:

Program Implementation and Facilitation

1. Roll out the Life Skills Education (LSE) program across communities.
2. Facilitate interactive sessions on core life skills.
3. Use creative methods like art, storytelling, games, and participatory activities to engage children and adolescents.
4. Ensure sessions are child-friendly, inclusive, and promote a safe space for learning and dialogue.
5. Co-anchor life skills sessions for Peer Facilitators and actively participate to support their learning and build facilitation skills.

Peer Educator Engagement and Community Involvement

6. Identify, train, and mentor Peer Educators to co-lead life skills sessions.
7. Support Peer Educators in developing leadership, facilitation skills, and personalized learning journeys.
8. Encourage Peer Educators to become active youth leaders contributing to community-based child protection efforts.
9. Promote peer learning and community ownership of the life skills program.

Curriculum Development and Continuous Improvement

10. Design and adapt life skills curriculum based on WHO guidelines and community context with -appropriate lens.
11. Regularly assess session effectiveness and incorporate feedback for improvement.

Monitoring, Documentation, and Safeguarding

12. Track participant attendance, engagement, and progress.
13. Maintain session records, impact reports, and documentation in the prescribed format.
14. Participate in regular review meetings with team members and parents.

General

- 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 NEVER GIVE UP, HAVE COURAGE, EARN TRUST, SHOW COMPASSION and NURTURE TALENT across the organization.
- Undertake any other duties, as appropriate to the post, as delegated by the line manager.

Expected competencies:

- Educational Qualifications -Graduate/Postgraduate in concerned subjects
- 3 to 5 years of relevant experience being life skills trainer
- Outstanding verbal and nonverbal communication skills to effectively engage with children and adolescents in the community.
- Strong relationship-building abilities to establish trust and rapport, creating a positive and supportive learning environment.
- Excellent organizational skills to manage curriculum, plan activities, and monitor student progress effectively.
- Adaptability in teaching methods to accommodate the diverse needs of students.
- Willingness to undertake extensive field work.
- A flexible approach to work with the ability to work under pressure.

- Demonstrable commitment to and the ability to uphold and promote Railway Children India's core values.
- Understanding of the importance of an organisational Code of Conduct and Safeguarding policy.

OUR PEOPLE PROMISE

All that we can achieve as an organisation is only possible because we have dedicated, skilled and courageous people. Their tenacity, passion and compassion create a culture that enables us to deliver incremental value beyond the resources we could ever have available to us. We know this, we witness it every day and therefore we strive to create an organisation that values them and their contribution. As we set out to achieve lifesaving change for vulnerable children, we make our people a promise:

- We will ensure diversity and inclusion, following transparent, fair and rigorous recruitment processes that attract and encourage applications from a diverse range of candidates.
- We will support new people to fully settle into their new role and our organisation by providing a structured induction and integration programme.
- We will work with our people to identify their career and development goals and facilitate opportunities for growth.
- We will develop and implement a wide range of initiatives that ensure that our people are well-managed, supported, cared for and feel valued, listened to and included.
- When people leave, we will listen and learn and seek leavers to be ambassadors for Railway Children.

To Apply:

The eligible candidates may send their application along with a cover letter at careers.india@railwaychildren.org.in. Please mention '**job reference**' in 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.