

## **JOB DESCRIPTION: PROGRAM OFFICER-COUNSELLING (FEMALE)**



### **ABOUT SNEHA**

A secular, Mumbai-based non-profit organisation, SNEHA believes that investing in women's health is essential to building viable urban communities. SNEHA targets four large public health areas: Maternal and Newborn Health, Child Health and Nutrition, Sexual and Reproductive Health and Prevention of Violence against Women and Children.

Our approach is two-pronged: it recognises that in order to improve urban health standards, our initiatives must target both care seekers and care providers. We work at the community level to empower women and slum communities to be catalysts of change in their own right and collaborate with existing public health systems and health care providers to create sustainable improvements in urban health.

### **THE PROGRAM – VIOLENCE AGAINST WOMEN AND CHILDREN**

The National Family Health Survey (NFHS 3, 2005-2006) found that one-third of women in Maharashtra and one-fourth of women living in Mumbai slums reported ever experiencing physical, sexual or emotional abuse, most often perpetrated by their husbands. SNEHA works for the prevention of violence through Crisis Counseling - a primary intervention delivered by counselors trained on the issue of violence, Crisis Intervention - which includes taking the woman to the hospital, enlisting police help, lodging complaints, imparting pre-litigation counseling, filing cases under the PWDVA (SNEHA is a recognized service provider), home visits and subsequent long term follow up. SNEHA has a large community outreach to sensitize the community to the issue of violence.

### **THE PROFILE**

The Program Officer (Counselling) will be responsible for:

1. Offering immediate counseling services and relief support, and long-term intervention and services to women and children facing violence, as well as to family members and perpetrators.
2. Networking with other service providing agencies in the interest of the violated women and making appropriate referral (Police, legal, health and NGOs).
3. Administrative responsibility of maintaining case records, registers, writing Referral letters, writing minutes etc.
4. Preparing case studies.

This position reports to the Program Coordinator and is based in Mumbai.

### **EXPERIENCE AND QUALIFICATIONS**

1. Educational qualification: Master's Degree (Counselling/Social Work/Psychology/Allied)
2. At least 3-5 years' work experience in crisis counselling and interventions
3. Prior experience in working with marginalized women like sex workers, LBT women will be an added advantage and is desirable
4. Willingness/ Enthusiasm to do Networking with different stakeholders to ensure development of the counselling centre
5. Command over English and Hindi

### **MANAGERIAL (LEADERSHIP) COMPETENCIES**

1. Understanding the project domain
2. Keeping focus on goals to ensure outcomes
3. Effective team management

## PERSONAL ATTRIBUTES

1. Eagerness to take initiative
2. Effective Communication, personal and interpersonal skills
3. Ability to manage change and diversity
4. Enthusiasm for community engagement and networking
5. Sound values and work ethics

## SALARY AND EMPLOYMENT CONDITIONS

Salary will be as per existing bands and based on qualifications, prior experience and suitability to the role.

## APPLICATIONS

To be sent by via email to [recruitment@snehamumbai.org](mailto:recruitment@snehamumbai.org) with Subject line: **SNEHA\_PVWC\_Program Officer-Counselling**