



## ABOUT SNEHA

SNEHA (Society for Nutrition, Education and Health Action) is a secular, Mumbai based non-profit organization. It was founded in 1999 by Dr. Armida Fernandez and a group of leading Neonatologists, who together believed in working in partnerships with government organizations and communities for improving health and nutritional status of the most vulnerable Population.

SNEHA is working to improve the health and nutrition of women and children across four large public health areas, through an integrated life cycle approach to break the intergenerational cycle of poor health: (a) Maternal and Newborn Health (b) Child Health and Nutrition (c) Adolescent Health and Gender Equity (d) Prevention of Violence against Women and Children.

We have worked extensively in urban slum settlement of Mumbai viz Dharavi, Mankurd, Govandi and Malwani region to address and manage child malnutrition especially wasting and underweight forms of malnutrition. Statistically significant results showing good reduction in wasting, underweight and stunting levels were recorded while carrying out evaluation of 3 large child health and nutrition programs. Team of doctors, social work experts and nutritionist engaged in many innovative strategies like use of child diet audit, designing protocols for management of severe form of wasting with health department, innovations like Khau cha kopra, adoption of malnourished children by community volunteers, tailored meal plans for all malnourished children, cooking demonstrations using locally available and affordable ingredients, survey to understand local and culturally accepted food followed by awareness sessions to address beliefs related to food

## ABOUT THE PROGRAM

SNEHA's intervention is through working in partnership with the systems and communities. Goal of the program is Strengthen and support SAM and MAM management processes in 70 anganwadis in Dadra nagar Haveli. It works towards strengthening ICDS services to deliver role of Prevention and Addressal of malnutrition. This project will support the ICDS activities and its staff by strengthening community mobilization and engagement processes. Capacity building of ICDS staff and hand holding is done on regular basis Pilot the CMAM model and establish the Referral linkage between AWC and Child health services. Project will support ICDS in implementing the SAM and MAM management processes through initiating possible referral linkages with health facilities and community engagement processes in Dadra Nagar Haveli. Program is working with 70 Anganwadis in Kasara. Program officer will be working with Anganwadis in Dadra Nagar haveli as well remote tribal hamlets/ pada in Dadra Nagar Haveli Program will also mentor and support team of Animedh Charitable Trust for implementing program on maternal and child health.

## THE PROFILE

- This position is responsible for planning; organizing, conducting, monitoring program's training activities
- The Program officer will be responsible for undertaking activities with the ICDS staff's, Health system staff's and groups of community volunteers for maternal and child health intervention. S/he will be responsible for achieving the program deliverables and key result areas on ICDS services.

## The roles of program officer will be as follows:

- Build the capacity of ICDS staff and provide on-field mentoring support in the management of SAM and MAM children
- Establish referral linkages for child health and nutrition services by bringing about convergence between health and nutrition services departments
- Initiate and strengthen community engagement processes to forge ownership of Child Health and Nutrition in the ICDS beneficiaries
- Conducting monthly anthropometry in the anganwadis.
- Capacity Building of supervisors, ICDS sevika and Madatdnis

- Develop a good rapport with the Sevikas and supervisor.
- Support community volunteers to lead collective actions in the community
- Facilitating sessions with stakeholders for Maternal and child health, Government services and community development issues.
- Any other activities assigned to fulfil programmatic outcomes and goals e.g community events, any research data required from community for any program related research work.
- Organizing awareness campaigns
- To coordinate with local groups of youth, CBO's and NGO's to network to collaborate our activities jointly or independently.
- Conducting home visits of SAM/MAM children
- Observation of home visits, sessions, filled diet audit forms and give inputs / feedback to sevika's
- Monthly meeting with Sevika's and Supervisors
- Formation of parents group and monthly meeting with parents
- Promote Adoption of SAM/MAM children by volunteers

### **JOB LOCATION - Dadra Nagar Haveli and Daman and Diu**

#### **DUTIES & RESPONSIBILITIES:**

- Coordinating with Sevika's for ensuring growth monitoring, SAM/MAM management.
- Capacity building of Sevika
- Coordination and Liaisoning with ICDS, health department and other stakeholders
- Documentation of project activities.
- Implementation of protocolized meetings with stakeholders, events, activities as per budget
- Administrative tasks

#### **MANAGEMENT & REPORTING**

- Report daily to the Associate Program Director
- Managing pictures and documents of meetings, activities and events timely.
- Manage data and ensure data entry daily.
- Crosschecking of data collected from system and ensure data entry in commcare application.
- Contribute to the organizational culture and work of SNEHA to an appropriate degree
- Participate in the SNEHA activities

#### **QUALIFICATIONS & EXPERIENCE**

- Education - Graduation (Full time course) - with minimum 4 years of relevant experience in community development thematic area
- Ability to maintain role boundaries
- Interest in different themes like community development, child health and nutrition and maternal and new-born health
- Fluency in English, Hindi and Marathi
- Ability to handle community issues.

#### **SKILLS & COMPETENCIES**

- Familiarity with government systems, ministries, departments and informal settlements in Mumbai
- Experience in community mobilization.
- Negotiation skills.

Applications to be sent via email [damini.pandey@snehamumbai.org](mailto:damini.pandey@snehamumbai.org) with  
Subject line: "PROGRAM OFFICER, "