

## **ABOUT SNEHA**

SNEHA (Society for Nutrition, Education and Health Action) is a Mumbai-based non-profit organization dedicated to improving the health, nutrition, and safety of women and children living in vulnerable urban informal settlements. Our mission is to empower urban women and children through integrated health and nutrition programs, education, and advocacy. We work through a dual approach—engaging both care seekers and care providers. At the community level, we empower women and families to become agents of change, while simultaneously collaborating with public health and safety systems to drive sustainable improvements in urban health outcomes.

SNEHA's key programs include:

- Maternal and Child Health
- Empowerment, Health and Sexuality of Adolescent
- Prevention of Violence against Women and Children
- Public System Partnership
- Palliative Care

Between 2016 and 2025, SNEHA directly reached over 620,555 women, children, and healthcare workers, and indirectly impacted a population of over 3.63 million across seven municipal corporations and three municipal councils in the Mumbai Metropolitan Region (MMR).

Today, SNEHA is a 500+ member organization with deep grassroots presence and a strong track record of reducing maternal and neonatal mortality, child malnutrition, adolescent anemia, and gender-based violence —key determinants of health equity for families and communities.

## **ABOUT THE PROGRAM – PREVENTION ON VIOLENCE AGAINST WOMEN AND CHILDREN**

SNEHA's Program on Prevention of Violence against Women and Children aims to develop high-impact strategies for primary prevention, ensure survivors' access to protection and justice, empower women to claim their rights, mobilise communities around 'zero tolerance for violence', and respond to the needs and rights of excluded and neglected groups. The Program prioritises enhanced co-ordination of the state response to crimes against women through convergence approach that works with government and public systems to reinforce their role in assuring basic social, civil and economic security. Primary preventive interventions are carried out through community outreach programs and campaigns. Secondary interventions for survivors of violence are provided through a comprehensive service-oriented system.

## “WHAT’S IN IT FOR ME” (WIIFM) - AT SNEHA

At SNEHA, our fundamental belief is that prioritizing people is key, demonstrating our strong dedication to nurturing a supportive and growth-driven atmosphere. We uphold an open-door policy that champions transparency and open dialogue. We actively invite employees to voice their ideas, feedback, and concerns, fostering a culture where innovation and teamwork can flourish.








*If you value excellence and are passionate about nurturing individuals, SNEHA is the perfect place for you!!*

For detailed Information visit our website: [www.snehamumbai.org](http://www.snehamumbai.org) and follow us on:

SNEHA - SOCIAL MEDIA HANDLES	
	<a href="https://www.instagram.com/snehamumbai_official">@snehamumbai_official</a>
	<a href="https://www.facebook.com/SnehaMumbai">https://www.facebook.com/SnehaMumbai</a>
	<a href="https://twitter.com/SNEHAMumbai">@SNEHAMumbai</a>
	<a href="https://www.linkedin.com/company/544355/">https://www.linkedin.com/company/544355/</a>
	<a href="https://www.youtube.com/@snehamumbai">@snehamumbai</a>

### PROFILE SNAPSHOT

#### Designation: Program Officer

-  **Role:** The Program officer (PO) will be responsible for providing comprehensive support to adopted Anganwadis for optimal service delivery of health, nutrition, and child development under the ICDS scheme. Will be primarily responsible for capacity-building, providing mentoring, and supportive supervision to the ICDS staff and community volunteers.
-  **Educational Requirement:** Graduation in any field
-  **Experience:** Minimum of 4 years of relevant experience in health sector.
-  **Location:** Govandi/Dharavi
-  **Reports to:** Program Coordinator
-  **Apply:** Applications are to be sent via email to [damini.pandey@snehamumbai.org](mailto:damini.pandey@snehamumbai.org) with the Subject line: “Female Program Officer- Govandi Wide Area”
-  **Date of publishing:** 03-Jun-26

## **CORE RESPONSIBILITIES**

### **I. Work with community volunteers**

- Identification and profiling of volunteers
- Establish rapport with group member families
- Mobilize and engage volunteers in community level events on health and nutrition and GBV.
- Mobilization volunteers to take ownership for community development
- Creating a pool of community volunteers who will become our advocates in the community to sustain our work at community level.
- Guide community volunteers to lead individual and collective actions in the community.

### **II. Work with stakeholders**

- To coordinate with Health post, ICDS and police for convergence while conducting community Meetings and events.
- To coordinate with local groups of youth, CBO's and NGO's to network to collaborate our activities jointly or independently.
- Participate in team discussion, stakeholder's meetings for program implementation

### **III. Work with community groups**

- Formation and strengthening of community groups and their regular meetings.
- Establish rapport with group member families
- Contribute and enable the process of community taking ownership.
- Enable community groups to identify the survivors facing violence
- Support community groups in organizing community campaigns
- To guide community groups to lead individual and collective actions in the community.
- Formation and sustainability of Youth theater groups by regular training, meetings and follow ups.

### **IV. Documentation:**

- Maintain beneficiaries and households level data in CommCare/Superset and if required in physical registers/book
- Area mapping documentation, household and beneficiary registration
- Prepare case stories on monthly basis
- Prepare a monthly calendar of activities/events
- Any other tasks based on programmatic requirement

### **V. Logistics and administration responsibilities**

- Assisting PC in centre related responsibilities

## **CRITICAL TRAITS**

1. Hindi- and Marathi-speaking proficiency
2. Unflinching commitment to gender equality and women's rights
3. Ability to put aside personal biases and religious/cultural/social/economic upbringing or values when working with survivors of violence
4. Strong sense of empathy
5. Sound values and work ethics
6. Willingness to work late and on weekends, if necessary for a case

## **BEHAVIOURAL COMPETENCIES**

1. Effective communication and interpersonal skills
2. Ability to manage change and diversity
3. Enthusiasm for community engagement and networking
4. Negotiation and persuasion skills

## **DESIRABLE**

- Prior experience in working with survivors of gender-based violence.

*“Come and be a catalyst for innovation and positive change—apply today to shape the future with us!”*