

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

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, Mankhurd, 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 made 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 PROJECT- POSHAN KI DISHA

Poshan Ki Disha is a tripartite partnership between Health department of Dadra Nagar Haveli (DNH), Animedh charitable Trust and SNEHA. Goal of the program is to improve maternal and child health status and reduce malnutrition in DNH through capacity building of health staff and establishing standard protocols for Management of malnutrition at the health facility at community level.

SNEHA is also facilitating convergence between public health department for management of child malnutrition (wasting and stunting) and strengthening ASHAs for prevention and addressal of malnutrition. This project will do capacity building of 50 ASHAs of Mandoni and Dudhani areas of Dadra Nagar haveli. Project will support the health department activities and its staff by strengthening community intervention by implementing the malnutrition management processes through initiating possible referral linkages with health facilities, ICDS and communities across Dadra Nagar Haveli. Program will also mentor and support team of Animedh Charitable Trust who is a local implementing partner with on ground presence in the selected villages of DNH

“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 and follow us on:

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PROFILE SNAPSHOT

Designation: Program Officer

Role: The **Program Officer** will support the planning, implementation, and monitoring of community interventions, including SAM/MAM management, ASHA capacity building, coordination with health departments and stakeholders, protocol-based meetings, program activities, documentation, budgeting, and related administrative tasks.

Educational Requirement: Graduation (Full time course)

Experience: 3 to 5 years in community development thematic area

Location: Dadra Nagar Haveli

Reports to: Training/Program Coordinator

Apply: Applications are to be sent via email to damini.pandey@snehamumbai.org with the Subject line: “**Program Officer_Dadra Nagar Haveli**”

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COMPREHENSIVE OVERVIEW OF THE POSITION

The Program officer will be responsible for undertaking activities with the Health system staff 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.

1. Community Intervention – Wasting Management

- Identify SAM/MAM children through anthropometry and conduct home visits, follow-up, and diet-related observations.
- Organize awareness activities and facilitate parent groups and monthly meetings.
- Promote adoption and follow-up of SAM/MAM children through community volunteers.

2. Health System Engagement & Capacity Building

- Conduct monthly anthropometry with health system staff and support management of SAM/MAM children.
- Build the capacity of health staff and provide on-field mentoring and feedback to ASHAs.
- Coordinate regular meetings with ASHAs, CHOs, ANMs, and Medical Officers at Sub-Centres and PHCs.
- Build rapport with health staff and strengthen referral linkages and convergence between health and nutrition services.

3. Community & Volunteer Engagement

- Strengthen community ownership around child health and nutrition and build the capacity of community volunteers.
- Support volunteers to lead community actions, link them with health systems and social protection schemes, and facilitate relevant sessions.
- Coordinate with youth groups, CBOs, NGOs, and other local stakeholders for program activities.
- Participate in stakeholder meetings, community events, and program-related research/data collection as required.

4. Documentation, Data & Administration

- Conduct area mapping and beneficiary registration and maintain updated household and beneficiary data in CommCare and physical records, where required.
- Cross-check data and ensure accurate and timely entry in CommCare.
- Prepare monthly activity calendars and case stories.
- Support finance and administrative activities related to the program

CRITICAL TRAITS

- Familiarity with government systems, ministries, departments, and informal settlements in Mumbai
- Experience in community mobilization
- Good communication skills in Marathi and Hindi, with strong English writing skills

BEHAVIOURAL COMPETENCIES

- Negotiation and stakeholder engagement skills
- Self-starting and self-monitoring abilities
- Flexibility and effective time management
- Willingness to learn new schemes, processes, and skills

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