

PROGRAMME ASSOCIATE: CAPACITY BUILDING AND OUTREACH
VACANCY ANNOUNCEMENT

TARSHI (Talking About Reproductive and Sexual Health Issues) is a non-profit organisation established in 1996 and based in New Delhi. Guided by the vision that all people have the right to sexual well-being and to an enjoyable and self-affirming sexuality, we support and enable people's control and agency over their sexual and reproductive health and wellbeing. TARSHI's programmes address all people, of all ages, communities, classes and sexual preferences, with a focus on women and young people and their sexual and reproductive health and rights.

TARSHI's work includes strengthening capacity of practitioners in the field through trainings on the inter-linkages between rights, sexuality and reproductive health; providing much-needed and valued sexuality information to people of all ages through publications and public education; sensitising service providers as well as the general public to sexual and reproductive rights and burnout prevention & stress management. TARSHI is currently (2020 – 2025) also working towards expanding Safe, Inclusive, Sexuality-Affirming, or SISA spaces. A SISA space offers an environment that is non-judgmental, rights-based and sexuality-affirming, where people can feel safe and free from fear to talk about, learn about and/or experience their sexuality and sexual wellbeing. More information on our work can be found at www.tarshi.net.

Overall responsibility areas for the Programme Associate:

The **Programme Associate** will be responsible for providing administrative, operational and programmatic support services to the Programme Manager. The role mainly entails assisting in organising and co-facilitating TARSHI's on-the-ground and eLearning programmes and courses on SRHR, Comprehensive Sexuality Education, sexuality counselling skills and on burnout prevention/stress management; as well as in thinking and strategically developing new content. They will work closely with the Programmes team in TARSHI and will report to the Programme Manager and Executive Director, TARSHI.

CORE REQUIREMENTS AND RESPONSIBILITIES

- Planning, designing and co-facilitating on-the-ground trainings and eLearning programmes (both existing and developing new), initially with the help and guidance of the supervisor and eventually independently or with another team member
- Assisting in developing and curating material required for trainings and sessions/ outreach programmes along with updating and expanding existing training modules and content
- Contributing to extending the reach of TARSHI's eLearning programme by liaising with organisations, institutes and universities to encourage their students to take up the course
- Tracking and improving impact measurement mechanisms for the capacity-building programmes which will include developing and implementing processes to monitor and evaluate their impact
- Ensuring effective reporting of capacity-building programmes
- Assisting in and eventually conducting short sessions in colleges and other institutions on SRHR-related topics

- Liaising with organisation and institution representatives for organising trainings and online courses, including identifying or liaising with potential organisations in the new spaces TARSHI is looking to engage in 2020-25
- Participating in networks on issues of sexuality, sexual rights and women's rights
- Representing the organisation at diverse fora
- Furthering the development of programmes in keeping with TARSHI's vision

THE PROGRAMME ASSOCIATE WILL ALSO BE REQUIRED TO

- Work independently as well as in a team
- Multi-task, organise, prioritise tasks and meet deadlines
- Pay attention to detail
- Display keen intellectual and analytical abilities
- Show initiative, creativity and responsibility
- Be willing to travel domestically and internationally
- Be open to learning and find time to improve on knowledge and skills
- Display an ability to keep and maintain boundaries and confidentiality
- Approach their work with professionalism
- Respect diversities of staff and people they meet in the course of their work

YOU MAY APPLY IF YOU HAVE

- 3 - 5 years experience of training, including planning, designing and co-facilitating workshops in the NGO sector
- A postgraduate degree in the social sciences and/or equivalent experience
- A conceptual grasp of gender, sexuality, feminist and human rights issues
- Ability to plan, multi-task and manage time effectively
- Excellent communication and leadership skills
- Excellent written and communication skills in English and a working knowledge of Hindi or vice versa
- The willingness to make at least a two-year commitment to the organisation

THIS FULL-TIME POSITION WILL BE BASED IN NEW DELHI, INDIA

TARSHI is committed to diversity in its staffing and to the maintenance of an environment free of discriminatory practices. TARSHI's policy is to provide equal employment opportunities to all individuals. No individual shall be discriminated against because of their actual or perceived age, gender, caste, class, disability, HIV or other health status, marital status, religion or sexual preference.

Salary will be commensurate with qualifications and experience of the candidate.

TO APPLY

Email us at jobs@tarshi.net with your CV, a cover letter and any other written and/or audio-visual samples of your work that are relevant to the profile.

Please mention the job title in your application. Only shortlisted candidates will be contacted further.

CLOSING DATE: March 01, 2020 or until the position is filled.