

## Job Description

**Role Title: Program Officer – Gender Equity**

**Location: Lucknow**

**Reporting To: State Head**

**Core / Field: Term**

### **ORGANIZATION BACKGROUND:**

Centre for Catalyzing Change (C3), is a not for profit organization that is working to improve the lives of women and girls in India. Through local partnerships and programs, C3's proven approach to development gives women, young girls and boys the tools they need to improve their lives, as well as that of their families and communities. Our programs focus on increasing educational and livelihood opportunities for adolescent girls, ensuring access to lifesaving reproductive health information and services, and strengthening ability to become leaders in their communities and in governance.

### **POSITION SUMMARY:**

C3 has a range of program models under is gender equity vertical that includes local governance, gender integration in reproductive health and livelihood programs and economic empowerment. The program design includes testing models for scale, research and technical support public systems.

C3 is leading a gender integration initiative in partnership with UPSRLM and applications for a Programme Officer for its Gender Equity team, based at its Lucknow office.

### **KEY ROLES & RESPONSIBILITIES:**

The Program Officer, Gender Integration will support training, documentation and information management of gender integration work in UP SRLM.

- Work with State head for supporting and operationalizing gender integration work at UP SRLM, including roll out of Gender Resource Centres.
- Organize and conduct district and block level workshops and capacity building activities for relevant stakeholders including design training modules, ToT, monitor quality of trainings at district level
- Support state team in development of mechanisms, structures and systems, for Training Needs assessment, Induction and Capacity Building of block teams, Community Cadres, Community Institutions and Panchayat members.
- Timely project documentation with the desired quality
- Represent C3 at different forums and liaison with different line departments related to the establishment of Mission Shakti Kendra (MSK) and related activity, based on need, at state and district level.
- Support in strengthening strategic convergence with Support Services like DLSA, One Stop Centres, Women's Helpline, Mahila Thana, Police and Panchayati Raj and other relevant departments promoting women's access to social entitlements and ensuring gender equality.

- Support in facilitating MSK to function as platform for women to access social entitlement benefits for marginalised women and survivors of gender-based violence survivors
- Need based field visits to provide support and guidance to MSK Coordinators for effective functioning of MSK ensuring proper implementation and integration of gender and other related thematic interventions.

*Note: The roles and responsibilities mentioned above are not exhaustive. Role holder will be guided to perform different tasks as necessitated by changing role within the organization and the overall objectives.*

#### **QUALIFICATIONS, EXPERIENCE AND COMPETENCIES:**

- Postgraduate degree in social sciences, gender studies, or related field.
- At least 5 years' experience of working on gender issues with a special focus on gender and social empowerment
- Demonstrated experience of 'training of trainers' model and ability to support state team to implement effective strategies and activities for capacity building is essential
- Familiarity with poverty and social exclusion issues, knowledge of the work of women's collectives/ Self Help Groups, familiarity with Panchayat Raj System and experience of conducting training for elected representatives will be an added advantage
- Strong problem-solving skills, and demonstrated ability to understand behaviour change, and ability to influence change
- Sound knowledge of national and state policies women's empowerment and health systems
- Willingness to travel to field (approx. -15 days of field work)
- Proficiency in using the MS Office suite, particularly Excel and PowerPoint.
- Excellent command of English and Hindi language, and written and oral communication skills.

#### **OTHER DETAILS:**

The offer made to the selected candidate shall be commensurate with qualifications, experience and salary history.

Last date for submission of application: **December 23, 2024**

Please send your latest CV, with a covering letter at [jobs@c3india.org](mailto:jobs@c3india.org)

**Please mention the position you are applying for in the subject line of your email. The application must contain information about your current salary & benefits drawn (CTC).**

Only Short-listed candidates will be intimated.

*C3 aims to be an equal opportunity employer. All applicants will be considered for employment without attention to race, colour, religion, sex, sexual orientation, gender identity, national origin, or disability status. Women candidates are encouraged to apply.*