



POSITION VACANT: State Head

LOCATION: Patna, Bihar

ORGANIZATION BACKGROUND:

Centre for Catalyzing Change (C3), is a not for profit organization that works to improve the lives of women and girls in India. Through local partnerships and programs, C3's proven approach to development gives women, adolescents, especially young girls 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 empowering women to become leaders in their communities and in governance.

C3 is looking for a dynamic candidate to lead and expand its operations in Bihar. C3 has been working in Bihar for the last 15 years in the key domains of women's leadership in local governance, gender integration in livelihood programs, gender-based violence, adolescent girls through partnerships across Govt of Bihar departments, community-based programs and research. C3 is looking for a professional adept at team management, able to work in close coordination with government counterparts and effectively represent C3 in various fora within and outside the state.

Required core skills include team management, program management, knowledge management, business development, empathetic leadership, ability to motivate and delegate, strategic thinking, problem solving, decision-making and conflict resolution.

For more information about C3, please visit <http://www.c3india.org/>

Job Description

- Oversee all C3 projects for the state including project management and implementation, coordinate team activities and assign responsibilities; develop timelines and plans for activities; monitor and document progress.
- Build effective technical and professional partnerships with government and relevant thematic stakeholders and decision makers in order to support C3 work in the state.
- Represent C3 with state level stakeholders including the government departments and manage state level liaison, networking and relationship building with the government and local organizations.
- Provide technical leadership for programs on gender equity, reproductive health and adolescent development including developing capacity building architecture and training modules

- Lead reporting and documentation processes and support monitoring and evaluation processes
- Work with the project teams to ensure that the deliverables are achieved in time;
- Oversee training programs, workshops, conferences, or other collaborations;
- Lead and facilitate project staff through weekly/ bi-weekly or monthly meetings to review progress against plans, find solutions to problems, share lessons learned, exchange expertise across programs, and to motivate and encourage teamwork.
- Ensure all compliances including financial planning and utilization of budget.
- Ensure performance management of a team of state and field level professionals
- Contribute to program development through support for new business development
- Maintain close communication and update C3's National office about the progress and achievement on regular basis.
- Any other work as and when required by the organization

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.

Minimum Qualifications, Skills and Experience:

- Postgraduate in Social Sciences including Social Work, Sociology, Development Studies, Public Health, Gender Studies, Law or other related fields with 15+ years of professional experience, including a minimum of 10 years supervisory / project management or program development experience;
- Proven experience of program implementation and operations – especially of leading projects at scale and partnerships/engagements with government
- Technical knowledge of some or most of the themes/ policies around gender, reproductive health, maternal and child health; adolescent health would be of an advantage;
- Familiarity with Bihar: context, culture, policy priorities is essential
- Excellent analytical skills and aptitude for details
- Capacity to work in difficult conditions, diverse teams and function well under pressure
- Excellent representation and interpersonal skills along with written and oral skills in English and Hindi

OTHER DETAILS:

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

Remuneration: Depending on qualification and experience

Term: Open ended

Please send your latest CV, with a covering letter at 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 differently abled status. Women candidates are encouraged to apply.