



This advertisement is for the post of **Block Training and Field Facilitator** for the project titled **Creating Adolescent Friendly Community to improve Sexual Reproductive Health outcomes through strengthening of RKSK Program in Assam.** The project will be implemented in two blocks in the state of Assam **i)** Birshingjarua block (Dhubri district) and **ii)** Lakhipur block (Goalpara district). There will be two positions for Block Training and Field Facilitator in each block. The main responsibilities will be:

- i) Coordinating the overall implementation of the program at Block level
- ii) Rolling out Rashtriya Kishore SwasthyaKaryakram with BPMU Support
- iii) Organising meetings trainings and workshops at Block level as per Program requirement
- iv) Liaising with Block Health and WCD Department, Education, Panchayati Raj and police officials for rolling out of the program
- v) Liaising with different groups stakeholders at village and block level
- vi) Planning and management of budget and human resources at field
- vii) Coordination with Line Manager, Program Staff and CINI Office
- viii) Preparing required project and financial reports
- ix) Any other work assigned by the management
- x) Preparing training Plan and report
- xi) Supervising monthly plan and report of field staff
- xii) Preparing Social Resource Map and tracking register to assess vulnerabilities
- xiii) Training assessment and activity reports
- xiv) Pre-post assessment questionnaires and other relevant program document
- xv) Activity as well as training follow up plans and supportive supervision reports

No. of posts : 4 (two posts for each block)

Location : Birshinglarua Block (Dhubri district), Assam & Lakhipur Block (Goalpara district, Assam)

Qualification : Essential Graduate
Preferable Post Graduate in Social Science or equivalent

Languages spoken : Assamese, Hindi & English (Local language desirable)

Any other please specify (Please specify): Proficiency in Computer application

Experience:(please specify the field) Prior experience of working at the Block level on any community based developmental issues. Candidates with prior experience of working with adolescents and Government functionaries will be preferred.

CTC: Rs. 10,000/- per month

Reporting: Works closely with the District Coordinator on project implementation. Reports to the District Coordinator. This position requires to travel the project areas at least for 15 days in every month.

**** Interested candidates are requested to appear for a **Walk in Interview on 4th October, 2018** at **Hotel Parnil Palace 2, Guwahati, Assam. Reporting time is from 10:00 am to 12 noon.**

Note: Please attach a cover letter with your CV, justifying yourself for the suitability of the post. Those who have applied already but not qualified need not to apply again.

CINI maintains a Child Protection Policy, Gender Policy, Sexual Harassment Policy and Workplace Policy on HIV related issues.