



When you work with Pravaah you walk the thin line between...

Work and Fun

Sacrifice and Social Responsibility

Indiscipline and creativity

Hindi and English

Black and White

Right and Left

Me and We

ABOUT PRAVAH

Pravaah (<https://www.pravaahindia.org/>) was formed in 1993 with the mission to work on the 'prevention' of social conflicts by developing social responsibility and personal leadership among young people (adolescents and youth). We believe that social change is effected through a deep mindset change of individuals and along with the empowerment of the socially excluded, it is imperative to hugely shift the attitudes of individuals in powerful decision-making positions, in order to change the social structures that marginalize communities.

It is kept alive by an active and engaged Governing Board and a strong and professional executive team and is being fulfilled through the design and delivery of innovative experiential learning and action programs with diverse groups of young people across the country. We also train teachers, support youth-led initiatives, incubate new organizations, and partner with other organizations to mainstream youth development and active citizenship by providing organizational development and programmatic support. We are also engaged in influencing public policy in the field of youth.

More often than not, young people have preoccupied with four spaces that society legitimizes them to inhabit. These are 1) Family 2) Livelihood/Education 3) Friends and 4) Leisure (which includes entertainment, worship, and sports among others). There is one very vibrant space although quite marginalized that young people also occupy, which we call the 5th Space - a concept to inspire and facilitate young people to expand beyond the typical 4 spaces of career education, family, friends, and leisure by creating this space in the mentioned four spaces through exploring a journey from self to

society and back. This is where young people understand themselves and engage in social action. It focuses on the self-transformation of youth as much as on transforming society through them. The 5th space is co-owned and co-led by young people and adults, provides deep cross-border experiences (including across borders of caste, class, gender, and religion), and is a space for 'refl-action' (wherein the best traditions of experiential learning, action is taken to learn about the self and reflection precedes and succeeds this action).

Annually, our total outreach is approx. 15000+ young people, support/mentor 100 social entrepreneurs/youth organizations, and work with around 100 partners.

So when you work (we prefer to call it 'walk' with us), you actually work with many others - young people, teachers, other organizations, and the larger civil society – all from as diverse worlds as you can imagine.

Pravah is currently on a new curve of expansion – both in size and the scope of its interventions. To support it, a number of exciting opportunities have arisen for the engagement of inspired and committed people with diverse levels of skills and experience in Pravah.

In the current phase of our journey, we are looking for an inspired and committed Program Coordinator to work with us. Read on to know if it could be you!

Job Description – Programme Coordinator

Location: Delhi

Type: Full-time

Responsibilities include:

- Co-designing the program journeys of the projects you are part of, including outreach and mobilization, capacity building and facilitation, aggregation of impact, amplifying on groundwork, financial management, and ensuring quality implementation.
- Carrying out governance at regular intervals for ensuring quality implementation of the programs. Participation in governance with the Project Lead and Director.
- Ensuring the programs are meeting all funder compliances with regard to reporting, budget, and deliverables.
- Supervising team members and mentoring them for their capacity building.
- Equipping yourself with knowledge, skills, attitudes, and values of citizenship action and youth development and issues of education.
- Participating in other Pravah processes and programs as well as representing the organization at different fora.
- Building relationships with various organizations, educational institutions, partner organizations, and resource persons. Strengthening partnerships with partners we are working with.
- Developing, promoting, and managing processes that build interpersonal relationships and personal connections within Pravah.
- Work closely with the team leads, and the CEO to identify, ideate, and implement innovations in the programs.

- Participate in organizational processes, such as training, planning, and reviews.

We are looking for a person with:

- A postgraduate/ graduate degree with 4 - 5 years of relevant work experience.
- Very good communication, writing, and presentation skills (written and verbal) and the ability to work under pressure. Good design (software like Canva, Powerpoint, and Mindmap) and computer skills (Microsoft Office) will be advantageous.
- Ability to think creatively and have a good story-telling ability.
- Has a strong commitment to youth leadership and social justice issues; and a passion for leading exciting media campaigns on youth development
- Ability to inspire and be inspired, keep commitments, go-getter and chase co-created targets, think out of the box, build relationships and be open to learning
- Capacity to strengthen systems and processes including databases and computer-based communications and effectively coordinate meetings and events.
- Willingness to travel
- Fluency in English and Hindi/ Telugu

*** We are looking for people who are willing to make a minimum of a 2-year commitment to Pravah. We offer an enriching learning environment and the opportunity to work with a team of dedicated and passionate professionals who share a common vision.*

If you are interested in working towards nurturing youth and adolescent leadership and think you will be a good fit for the position, please send your CV along with a cover letter to jobs@pravah.org with the subject line: **Application for Program Coordinator.**

We will be interviewing shortlisted candidates on a rolling basis. You will hear from us if your CV is shortlisted for the position.
