



Job Description: Program Coordinator, YASH

Organization: PRATYeK

Location: Delhi, India

Employment Type: Full-time

About PRATYeK:

PRATYeK is a child rights organization committed to building a world where every child can live with dignity, freedom, and justice. PRATYeK works at the intersection of child rights, gender rights, and earth rights, engaging children, educators, and communities to foster social change. Through advocacy, training, and innovative programs, PRATYeK empowers young minds to become champions of justice and sustainability.

About the YASH Program:

YASH (Young Advocates for Social Harmony) is one of PRATYeK's flagship programs designed to cultivate leadership and advocacy skills among children and youth. The program provides platforms like Children's Parliaments where young advocates discuss critical issues and drive positive change in their communities. YASH also integrates creative mediums, trainings, and a focus on essential topics such as child rights, environmental protection, and budgeting for children.

Key Responsibilities:

1. Community Engagement and Safe Spaces:

- Facilitate the creation and maintenance of safe spaces for children and communities.
- Conduct regular community visits to build trust, understand needs, and provide ongoing support.
- Networking with other organisations in order to create larger safe spaces for children and young people.

2. YASH (Young Advocates for Social Harmony) Project Management:

- Oversee and monitor tutors' schedules, ensuring high-quality teaching and adherence to program goals.
- Ensure that YASH Children's Parliaments hold regular weekly meetings to discuss and act on social issues.
- Organize and coordinate training sessions on topics such as child rights, earth rights, budgeting for children, and creative mediums of expression.
- Supervising pedagogical content of the yash program.
- Organising extra curricular activities with kids.
- Networking with other organizations for mid-day meals for children.
- Coordination with vendors related to meals, activities, travel, etc.

3. School Engagement and Justice Programs:

- Build and maintain strong relationships with schools across Delhi to embed justice programs such as:
 - Sustainable Saturdays
 - General Comments
 - Conference of the Parties
 - INUN (INclusive yoUth Negotiations)
- Collaborate with educators to integrate rights based initiatives into school curricula.

4. Volunteer Engagement:

- Recruit, onboard, and manage volunteers to support activities of YASH project.
- Provide regular training, guidance, and recognition to maintain high volunteer engagement.

5. Media Relations:

- Establish and nurture relationships with journalists and media outlets to promote PRATYeK's work.
- Develop and disseminate press releases, articles, and success stories to enhance organizational visibility.

6. Research and Fundraising:

- Conduct research for potential fundraising opportunities and donor mapping for the YASH Delhi program.
- Make cold calls and cultivate relationships with prospective donors.
- Assist in drafting proposals and reports to secure and sustain funding.

Qualifications:

- Bachelor's or Master's degree in Social Work, Development Studies, Education, or a related field.
- Minimum of 1-3 years of experience in program management, community engagement, or advocacy, preferably in the development sector.
- Strong understanding of child rights, gender rights, and environmental issues.

Skills and Competencies:

- **Project Management:** Ability to manage multiple projects, meet deadlines, and ensure quality outcomes.



- **Communication:** Excellent verbal and written communication skills in English and Hindi.
- **Networking:** Strong interpersonal skills to build relationships with schools, volunteers, media, and donors.
- **Training Facilitation:** Expertise in designing and delivering training sessions on social justice topics.
- **Research and Fundraising:** Proficiency in donor mapping, proposal writing, and fundraising strategies.
- **Media Relations:** Experience in working with journalists and leveraging media to amplify impact.

Why Join PRATYek?

- Be part of a passionate team working to create a just, equitable, and sustainable world for children and communities.
- Lead transformative programs that make a real difference in the lives of children and their advocates.
- Grow professionally through diverse opportunities in advocacy, project management, and stakeholder engagement.

To Apply:

Interested candidates are invited to fill the application form <https://forms.gle/JLCH5ZTNiS76Aeyj9> by **January 05, 2025**.

For queries, you can write to pratyek@pratyek.org.

PRATYek is an equal opportunity employer and encourages individuals from all backgrounds to apply.

For more information visit www.pratyek.org.in