

<b>Name of position</b>	Coordinators (Full Time)
<b>No. of positions</b>	Total- 01
<b>Advertisement No:</b>	13/TISS/Project/Special Cell for Women /September 2023.
<b>Last Date of Application</b>	10 <sup>th</sup> of October 2023
<b>Honorarium</b>	INR 42,000/- per month

**Vacancy for the position of 01 Coordinator for Special Cell for Women, Assam state established with/in Assam Police, by Tata Institute of Social Sciences, Mumbai, with support from JHPIEGO**

Tata Institute of Social Sciences & Government of Assam with support from JHPIEGO, India have reached an understanding to work together to expand the Special Cells for Women approach in 10 additional districts of Assam, along with sustaining the existing Cell in Guwahati, and to simultaneously, a) work on the intersections of public awareness and community engagement with SHRH with GBV, as well as b) advocate and secure the State Government takeover of said integrated approach as a regular administrative measure. One Special Cell for Women has been functional at Pan Bazaar Police Station, Kamrup Metro since June-July 2016 under the Violence Free Home – A Woman’s Right project, a collaboration between National Commission for Women, GoI and TISS.

The Special Cells for Women & Children approach – as initiated by the Institute in 1984, creates space in the Police system for violated women to receive support through quality psycho-social- legal services provided by professional full-time social workers, within the criminal justice system, with a clear understanding that violence against women is a crime and it is the responsibility of the State to prevent and counter the same.

**A total of 01 Coordinator is required for full-time work to coordinate the work across 11 Special Cells for Women which will be located in 11 districts of Assam, viz., Kamrup Metro, Kamrup rural, Cachar, Sonitpur, Dibrugarh, Nagaon, Barpeta, Dhubri, Sivsagar, Kokrajhar, Karbi Anglong.** TISS hereby issues this advertisement for 01 position of Coordinator.

**Eligibility criteria**

- Post-graduate degree in Social Work (M.A. in Social Work/MSW) from Central/Deemed/State-Recognized University.
- Age group of 26-50 years.
- Proficiency in local language.
- Willingness to travel within Assam State and occasionally to other States/UTs as per programme requirement.
- Working knowledge of English and comfort with the use of computers.
- Candidates who have minimum three to six years’ relevant work experience on the issue of gender-based violence.
- Preference will be given to those with one year experience in direct interventions on women's issues at the grass-root level and work experience in one or more of the following: women's rights/empowerment-based work with the State/UT, advocacy, strategic writing & planning, feminist social work practice.

### **Location and terms of service**

- The position is full-time and based in the State of Assam.
- The selected social worker will be contractually employed and will be paid a consolidated honorarium of INR 42,000/- per month.
- Once appointed, the coordinator will be expected to reside in Assam State for the duration of their appointment.

### **Job description**

- Overall project development in the State of Assam.
- Overall responsibility for management of the project and financial accountability
- Responsibility for maintenance of linkages between Police and Monitoring Committee and the project
- Bringing the issue of violence against women at various fora and levels, together with the Social Workers,
- Reporting to the Monitoring Committee and the ADGP/IGP/Women & Child Development Department for relevant matters as required.
- Facilitating group performance appraisals, recruitment of social workers, addressing grievances, general administration, finance, etc.
- Preparing detailed reports and engaging in systemic interventions so as to engage with the Police to the issue of violence against women.

### **How to apply for the position**

- Advertisement for the position is available at the following link: <https://tiss.edu/project-positions/> on the website: [www.tiss.edu](http://www.tiss.edu)
- Those who fit the eligibility criteria and are interested, may email their detailed resume/ Curriculum Vitae to [assam.spcell@tiss.edu](mailto:assam.spcell@tiss.edu) **on or before 10<sup>th</sup> October 2023 at 6:00PM.**
- Resume must be shared as attachment, labelled with your full name.

*Trupti Panchal*

Dr. Trupti Jhaveri Panchal

Asst. Professor & Faculty in-Charge, Resource Centre for Interventions on Violence against Women & Special Cells for Women & Children, Maharashtra