

Applications are invited for the post of Project Associate for Project - Pragati.

About Pragati project.

The Integrated Rural Health Development Project (IRHDP) also known as the Pragati project is a Field Action Project of the Centre for Health and Mental Health, School of Social Work at the Tata Institute of Social Sciences, Mumbai. Established in 1986, the IRHDP works in the areas of healthcare, education and livelihoods in the rural geography of Aghai Gram Panchayat in Shahapur sub-district, Thane district in Maharashtra, India. Aghai, Mohili ,Vandra and bhavsa Gram Panchayat is located in the Shahapur tehsil in Thane district. It currently works in the 17 villages and 4 Asharam Schools, the project's initial focus, when established in 1986 under the previously named Centre for Medical and Psychiatric Social Work at TISS Mumbai, was primarily on health and provision to access basic resources such as water and education in the villages. Over the course of the decades, the project focuses on a holistic approach towards development though focusing on healthcare, education and livelihoods as interconnected sections of social development and upliftment of marginalized communities. Fore for more details please visit-

<https://tiss.edu/view/11/projects/integrated-rural-health-and-development-project>

Responsibilities:

- ❖ Creative content and visibility for the project.
- ❖ Meeting project targets as decided.
- ❖ Undertaking field visits to ensure quality of work.
- ❖ Liaison with Government officials as and when needed.
- ❖ Maintaining data base and MIS in consultation.
- ❖ Data presentation and updating the Management with the progress of the project every month.
- ❖ Monthly report preparation and sharing with stakeholder.
- ❖ Conduct research as and when required / documenting case studies.
- ❖ Creative content and visibility for the project.
- ❖ Develop, organise and manage online content, including organization's website and annual reports.
- ❖ Field based research and periodic documenting of activities.
- ❖ Work on joint publications with the team.

Networking and Fund raising:

- * Actively engage in writing funding proposals for the project.
- * Networking with diverse organisations that can be supportive to our work.

Essential Qualification:

Master of Arts in Social Work with minimum of two years' experience.

Language Proficiency: Marathi, Hindi and English

Remuneration: Consolidated salary of Rs. 30000/- pm.

Application Process:

Candidates are requested to send their detailed CV to **pragati.irhdp@gmail.com**

The last date to apply for the position is 31 July 2022.

Only shortlisted candidates will be invited by an e-mail for written test/personal interaction etc to be conducted in the first week of August 2022.

Other Conditions:

(a) The Institute reserves the right to not fill up the vacancy advertised. The Institute reserves the right to invite persons for Personal Interaction/Skill test, who may not have applied for the vacancy as per the above procedure.

(b) Since applications received will be shortlisted, merely possessing the prescribed minimum qualifications and the requisite experience would not entitle a person to be called for Personal Interaction /skill test in case of high response.

(c) No queries or correspondence regarding issue of call letter, selection of candidates for the post etc will be entertained at any stage and canvassing in any form is strictly prohibited and will lead to the candidate being debarred from consideration for the post.

Note: Selected candidates are expected to join duty within 10 days of intimation of their selection.

Project Leader