

**Associate Coordinator**

**ComMutiny-The Youth Collective**

**Job Description**

**Location:** New Delhi

**Position:** Associate Coordinator

**Last Date of application:** 15th May, 2024

If you are an impact creator and looking to work in a space that is inspiring, challenging, and innovative, we are looking for you!

● Join us to work with some of the most inspiring leaders from across the country

● Join us to expand your boundaries and hone your skills

● Join us to help shape the youth sector and go beyond the demographic dividend -Join us to experience a joyous, nurturing and loving community of co-voyagers.

● Join us to advance the mission of ‘Every Youth a Jagrik…Every Space Nurturing Jagriks’

**About VartaLeap Coalition and ComMunity: The Youth Collective**

ComMutiny stands for the first 'mutiny' within a young person that comes from working in communities which are ‘different’ from oneself. We are a collective of more than 100+ youth led and youth engaging organisations and youth development practitioners who work directly with adolescents and young people. To leap beyond the demographic dividend, an enhanced systemic view to youth work and youth leadership is critical to address young peoples’ wellbeing and growth as well as current issues of inequality, conflict and ecological decline. With Ashoka Innovators for the Public, we initiated a series of strategic conversations, which have led to the formation of the VartaLeap Coalition - a cross sectoral grouping of 136+ (and growing) of youth engaging organisations from the development sector, government, media, educational institutions, and UN agencies, who seek to create a movement towards a new norm – *Every Youth A Jagrik and Every Space Nurturing Jagriks*. We define Jagrik as a self-awakened citizen not only making change but also being the change. The purpose of the coalition is to design, pilot and scale youth–centric innovations and enable appropriate narrative shifts. To know more, log onto http://www.commutiny.in

**Background:**

ComMutiny has been working in partnership with youth organisations across the country to build youth leadership for democracy for over a decade. Our designs, communication campaigns and toolkits have been very well received not only among practitioners but also among development-sector organisations, academics, media groups and policy makers. The campaigns have been on themes such as gender-based violence, social inclusion, participation in democracy and active citizenship. We have always used the youth-centric development frameworks and the Indian Constitution as a basis of the design of these initiatives.

**The role:**

As Associate Coordinator you will support project and partnership management and implementation, as well as oversee logistical and administrative coordination for the project**.**

**Implementation and Administrative Support:**

• Provide support in coordinating, organizing and implementing all aspects of capacity building workshops and trainings for collective members and youth workers across states.

• Provide coordination and logistics support in implementation of field activities across states collectives.

• Provide planning and administrative support for partnership development as well as dissemination of resources to members and collation of data, information and reports from members across state collectives.

• Support in design and facilitation of sessions, workshops, events, conferences etc. wherever possible

• Co-anchor partnerships/collaborations to advocate for 5th Space with support from the team. Organizational Processes, **Visibility and Dissemination:**

•Support Dissemination and Social Media team by participating in digital outreach through Facebook/Twitter/Instagram/YouTube to amplify 5th Space media products, public initiatives and events.

• Actively participate and contribute to all the organizational processes and meetings.

**Narrative Building:**

1. Support in creating visibility for Facilitators and young people in relevant spaces and aggregating impact stories and anecdotes from the ground.

**Impact Evaluation and Reporting:**

1. Design and implement robust evaluation frameworks to assess the impact of programs.

2. Compile and analyze data to generate comprehensive reports on program outcomes.

3. Communicate findings to stakeholders through clear and concise reports and presentations, emphasizing the achieved impact and lessons for future improvement.

**We are looking for you if you:**

• Have good administrative and coordination skills and a positive orientation and cheerful disposition

• Have a curious, creative and analytical bent of mind and a deep interest and commitment in adolescent and youth work and youth issues.

• Are open to learning, take responsibility, have the ability to think out of the box and have a deep people orientation and a desire to lead.

• Have excellent written and oral communication skills.

**Competencies Required:**

● Excellent programme management and MIS skills

● Outstanding communication skills(written and verbal)

● Deep learning orientation and entrepreneurial skills

● Strong administrative and coordination skills

● Ability to engage with a diverse group of partners

● Curious, creative and analytical bent of mind and a deep interest and commitment in adolescent and youth work and youth issues

**Required Qualifications:** Post Graduate (in political science, sociology, social work, development studies, education, any other relevant field) Required

**Work experience**: 0-2 years of relevant experience. Knowledge of the youth sector and programming with young people will be an asset.

**Languages:**

● Fluency in English and in Hindi

● Knowledge of another Indian language will be an asset

**Remuneration will be based on the qualification and experience of the candidate.**

Please mention the position you are applying for in the subject line of your email.

**Please send your latest CV with a cover letter detailing your qualifications for and interest in this position at: info@commutiny.in**

**ComMutiny and Vartaleap** value inclusion, diversity, and professional integrity. Women applicants are especially encouraged to

Apply.

**Note - Only shortlisted candidates will be contacted.**