 

**ComMutiny-The Youth Collective**

**Job Description**

**Location:** New Delhi

**Position:**  Associate Coordinator - Active Citizenship

**Last date of application**: 25th January 2025

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 organizations 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

**About Roles & Responsibilities:**

As Associate Coordinator-Active Citizenship you will support management and implementation of programs promoting constitutional values and literacy, strengthen partnerships with different organizations, and manage logistical and administrative coordination for the programs you will be involved in.

**Implementation and Administrative Support:**

1. Provide support in coordinating, organizing, and implementing all aspects of capacity-building workshops and training for collective members and youth workers across states.
2. Provide coordination and logistics support in the implementation of programs.
3. Provide planning and administrative support, dissemination of resources, collation of data, and reporting.
4. Support in the design and facilitation of sessions, workshops, events, conferences etc. wherever possible
5. Co-anchor partnerships/collaborations to advocate for 5th Space with support from the team.

**Organizational Processes and Visibility:**

1. Support the Narrative team by participating in digital outreach through Facebook /Twitter /Instagram /YouTube to amplify 5th Space media products, public initiatives, and events.
2. Support in creating visibility of the program and young people involved in relevant spaces, and aggregating impact stories and anecdotes from the ground to ensure effective narrative building.
3. Actively participate and contribute to all the organizational processes and meetings.

**Programme Management:**

1. Develop and implement programs in line with organizational goals and objectives.

2. Coordinate program activities, ensuring timely delivery of milestones and adherence to budgets.

3. Monitor program impact and make adjustments to enhance effectiveness based on ongoing assessment.

**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.

**Competencies Required:**

● Good 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 and collaborate effectively

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

● Visual communication skills like Powerpoint, canva.

**Required Qualifications:**

Preferably a post-graduate degree (in political science/sociology/social work/development studies, education/any other relevant field).

Good Knowledge of the Indian Constitution and Citizenship is an advantage.

**Required Work experience:**

No full-time work experience is required.

However, voluntary and internship experience in the social sector will be an asset.

**Languages:**

● Fluency in English and Hindi

● Knowledge of another Indian language will be an asset

**Remuneration will be based on the qualifications 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.**