

Vacancy Note: Recruitment of Outreach Worker, Jan-2022

**Job Title** : Outreach Worker  
**Reporting To** : Project Coordinator  
**No. Of Vacancies** : 1  
**Location** : Ghaziabad, Uttar Pradesh

Railway Children India (RCI) is a section 8 company registered under the Companies Act 2013 (earlier section 25) in India, working for bringing sustainable changes in the lives of children living alone or at risk on the streets.

RCI endeavours to ensure that each child living or passing through the railway stations that our organisation works with, is offered a comprehensive recovery and reintegration programme which is rights based and ensures safety, well-being and permanence.

**Job Purpose:**

This position is responsible for conducting 24\*7 outreach on a rotation basis to reach out to the children who are in need of care and protection at and around Railway station. He/she is expected to establish a very good working relationship with Railways officials such as Station Manager, TTEs, GRP, RPF, SJPU, Vendor, Coolies, Rickshaw pullers etc.

**Key responsibilities:**

- Responsible for conducting 24/7 outreach in the Railway Station and contacting children who are missing, separated, un-accompanied by adults or runaway and in need of care and protection.
- Respond to the immediate needs of children such as food, medicine or shelter.
- Help children to feel comfortable and safe, motivate them to come to the Child Help Desk.
- Ensure child information is entered in registers such as (Daily Dairy or station dairy Entry) at GRP/ RPF station and receive the acknowledgement.
- Support Social worker to record the first-hand information of the child in RCI defined template at Child Help Desk.
- Networking with stakeholders on railway platforms viz. Station Manager, GRP, RPF, vendors, porters, etc. and organize stakeholder meetings and events.
- Organise awareness programme for the stakeholders and children on various issues at and around railway station.
- Escorting the children for restoration process upon the need.
- Any other tasks assigned by the Project Coordinator

**Expected competencies:**

- Graduation/Diploma in any stream. Graduates in Social Work will have an added advantage
- Minimum 2 years of relevant work experience in development sector
- Experience of working in outreach and engagement, particularly with vulnerable/disadvantaged groups.
- Basic knowledge of child protection issues and laws will be an added advantage.
- Basic computer knowledge is an added advantage
- Hard-working, reliable and professional, able to manage a varied and challenging workload and work well both as part of a team and alone.
- Strong communication skills including presenting, facilitation and relationship building and Proficiency in Hindi (both verbal & written)

## Vacancy Note: Recruitment of Outreach Worker, Jan-2022

- Experience of working with a variety of different stakeholders
- Proficiency in English (written & verbal) will be an added advantage

### **Expected attitude:**

- Commitment towards working on the cause of children in difficult circumstances
- Conduct yourself in accordance with the rules of 'Child Safeguarding Policy' and 'Code of Conduct Policy' in your Professional and Personal life-which includes reporting suspicions of child abuse or any breach of these policies
- Sensitive to the rights of children, especially on child protection and gender issues
- Flexibility and ability to work in a team and on shift basis.
- Sense of balance and ability to work under pressure

### **Compensation offered:**

The offer made to the selected candidate shall be commensurate with qualifications, experience, salary history and Industry standards.

### **Benefits:**

- ✓ PF, ESI and Gratuity as per Gratuity Act;
- ✓ Holidays, Annual Leave and Sick Leave as per organization policy.

### **Job Reference:**

'Outreach Worker\_RCI'

### **To Apply:**

The eligible candidates may send their application along with a cover letter at [careers.india@railwaychildren.org.in](mailto:careers.india@railwaychildren.org.in) by January 20<sup>th</sup>, 2022. Please mention 'job reference' in subject line of application.

'At Railway Children India we are committed to the safeguarding and protection of all those who come into contact with us in our work. We follow a range of procedures to ensure that only those who are suitable to work with children are recruited. This post is subject to a range of vetting checks including police verification.'

Due to the high volume of applications often received, only those found suitable for the role will be contacted.