



JOB DESCRIPTION

Position: Associate - Outreach and Social Security
Job Locations: Dehradun, Uttarakhand
Reporting to: Project Manager
Experience: Minimum 1 year preferably in project or waste management.
Details: Full-time position for a minimum of one year. Starting salary: Rs. 17,000 p/m. (Additional allowances and incentives) Waste Warriors is an Equal Opportunities Employer.
Application Procedure: Applications should be accompanied by a CV and a cover letter. Email applications will not be accepted. Applications should be filled online here . <i>Shortlisted candidates will be contacted for further rounds of interview.</i>

Introduction

Waste Warriors is a registered society and non-profit solid waste management NGO, working in Dehradun, Dharamshala, and around the Corbett National Park region. We work through a combination of direct action, public awareness-raising, community engagement initiatives, and long-term partnerships with govt bodies. We are recruiting an Associate (Outreach and Social Security programs).

(This position is specific to a circular economy project in partnership with UNDP. The project works with community, Nagar Nigam, waste pickers and recyclers to create a social and environmental impact while keeping project's financial sustainability in mind.)

Responsibilities

1. Planning, executing and managing small programs like clean-up drives, collection drives, our Plastic Gullak initiatives, Experiential Learning Program (ELP), and other information education communication (IEC) activities.
2. To implement awareness-raising and behavioral change programs in communities, events and institutions, by organising presentations and training sessions for community members.
3. To help in the formation of Self-Help Groups (SHGs) and build relationships with the help of social welfare programs for waste pickers communities in Dehradun. This involves extensive field work, documentation and reporting as well.
4. To build livelihood development programs with Dehradun's waste picker community.
5. Recruiting and managing a team of volunteers, interns, and ELP participants to achieve the overall project goals.
6. Assisting the Project Manager with day-to-day running of the project.

7. Evaluate, implement, and document all project activities.
8. Regularly update social media and compile info for websites and newsletters.
9. Respond to telephone and email enquiries.

A Successful Candidate Will:

- Preferably have previous experience in development sector
- Preferably have completed a college degree or vocational diploma
- Have a genuine interest in working in the social sector
- Be passionate about the environment and a cleaner India
- Enjoy working with local and foreign volunteers, community members, and children
- Be at least bilingual (must be able to speak English and Hindi fluently)
- Have some prior experience in planning, development, and management
- Have basic knowledge of waste management and is eager to learn more.

Key Skills & Attributes:

- Knowledge of Google apps (Docs, Spreadsheets, Slides, Drive) and willing to learn
- Good record-keeping and analytical skills with attention to detail
- Excellent people-skills and a great team-player
- Open-minded and flexible
- Ability to work independently with minimum supervision
- Internet savvy, basic photoshop/Canva skills, and social media skills
- Hardworking, confident, and committed
- Honest, trustworthy, and diligent
- Basic knowledge about government and institutional liaising
- Have strong decision making and Problem solving skills

Start Your Application on our Google Form:

www.tinyurl.com/WWJob

For additional information, contact:

Waste Warriors Society

Email: hiring@wastewarriors.org