

## **American India Foundation (AIF) - Mobilizer- Livelihoods**

**Position:** Mobilizer-Livelihoods

**Program:** Market Aligned Skills Training (MAST)

**Location:** Mumbai

**Nature of Employment:** Contractual

**Duration:** 11 months

**Number of vacancies:** 10

### **Background:**

The American India Foundation is committed to improving the lives of India's underprivileged, with a special focus on women, children, and youth. AIF does this through high impact interventions in education, health, and livelihoods, because poverty is multidimensional. AIF's unique value proposition is its broad engagement between communities, civil society, and expertise, thereby building a lasting bridge between the United States and India. With offices in New York and California, twelve chapters across the U.S., and India operations headquartered in Delhi NCR, AIF has impacted 6.7 million lives across 26 states of India. Learn more at [www.AIF.org](http://www.AIF.org)

### **About Program:**

The **Market Aligned Skills Training (MAST)** program provides unemployed young people with a comprehensive skills training that equip them with the knowledge and skills needed to secure employment and succeed on the job. MAST not only meets the growing demands of the diversifying local industries, it harnesses youth population to become powerful engines of the economy.

MAST begins with a labor market scan in each region, working closely with employers to develop the market-aligned training curricula that form the heart of the program's skills training. Set over a period of three months, the training combines foundational, workforce readiness skills with industry-specific skills, ranging from retail, basic IT, healthcare to hospitality, creating multi-sector job opportunities for marginalized young people. Upon completion of the training, qualified candidates are placed into entry-level jobs, creating a path to financial independence. In addition to private employment partners such as Reliance and ICICI Bank, MAST is aligned with the framework of the National Skills Development Corporation (NSDC).

### **About NEST**

The Night Employability and Skill Training (NEST) is a visionary project aims to enhance the Employability Skills of youth through NEST (Night Employability Skill Training) Centers established in 10 Night Colleges and Evening Shift of Day Colleges of Mumbai and Greater Mumbai area. The Project delivers Innovations in Concept as well as Innovations in Implementation Methodology. It has been designed with a clear Objective: **Enhancing Employability Skills of 3,500 youth with at least 80% candidates gaining employment.**

Aspiring youth from the NEST colleges, aspirants who wants to upgrade their skills and/or looking at career shift and those from marginalized communities and migrants will be positively impacted through enhancement in their employability and access to employment opportunities. The project will ensure participation of at least 25%-30% females and upto 10% of the beneficiaries can be expected to be persons with disabilities.

**Job Deliverables:**

**Key Roles & Responsibilities:**

1. To mobilize and facilitate enrollment of candidates from colleges and nearby community area for NEST project.
2. To facilitate an enrolment of around 400 candidates in the designated 1 NEST Centre
3. To organize a mass mobilization activity and door to door canvassing for better branding and publicity.
4. To make phone calls to NEST trainees as and when required.
5. To assist the NEST Centre trainers in maintaining and updating the AIF MIS database.
6. To be involved in any center operational activity as and when instructed by the Center Manager.
7. Any other task assigned by line manager that might emerge depending upon the need and opportunity decided by AIF

**Key Skills:**

1. Bachelor's degree in arts/commerce/science or related field
2. Four(4) plus years' previous experience as Mobilizer or related position in skill development training projects
3. Proficient computer skills, Microsoft Office Suite (Word, PowerPoint, Outlook, and Excel), and instructional software
4. Excellent verbal and written communication skills
5. Knowledge of local language is essential.
6. A team player who is supportive, flexible and ready to take on additional tasks.
7. Able to multitask, prioritize, and manage time efficiently
8. Ability to work under pressure and disciplined

**Reporting:** The position will report to Program Manager- Livelihoods/Project Coordinator.

**Other:** Salary commensurate with experience.

**Position Availability:** Immediately

**Application Process:** To apply for this position, send your CV and covering letter describing how you meet the specifications for this role and what you bring to it to [career.livelihoods@aif.org](mailto:career.livelihoods@aif.org) with subject line "**Mobilizer- Livelihoods**".

Along with your CV, please also share a one-minute video resume answering these 3 questions:

- ~ Tell us something about yourself?
- ~ A brief about your achievements as a Mobilizer?

~ Your current/last drawn CTC and expectation from the role?

Please upload a zip file including the CV, Covering Letter and video resume.

Deadline for applications: **23<sup>rd</sup> April, 2021**

Only applications of short listed candidates will be acknowledged.