

Name of the Post: Program Coordinator for Post Graduate Diploma in Trauma Focused Therapy and Certification in Trauma Informed Care, School of Human Ecology, TISS Mumbai

Location: Mumbai

Duration: 10 months (February 2022 onwards)

Nature of Engagement: Full- time

Remuneration: INR 70,000 /- per month

Last Date of Application: 8th February 2022

The School of Human Ecology is looking for a Program Coordinator for two courses in Trauma Therapy.

Job Description: The Program Coordinator will be assisting Faculty in smooth conduction of the courses.

1. Assist in teaching
2. Trauma-focused clinical supervision
3. Evaluation of student transcripts, assignments, exams
4. Assist faculty in smooth coordination of the courses

Essential Qualifications:

1. Post Graduate in Clinical/ Counselling Psychology with minimum of 5 years of work experience
2. Relevant training and clinical experience in using trauma focused modalities, such as EMDR, IFS, Somatic Therapies.
3. Good communication skills in English and Hindi.
4. Dedicated towards shaping young learners with relevant trauma focused/ trauma informed skills in teaching and supervision
5. Candidates with M.Phil/ Ph.D would be preferred

Application Procedure

Please send the following documents by email to Sukanya.ray@tiss.edu and chetna.d@tiss.edu with the Subject Line: "Application for Program Coordinator":

1. A cover letter, including candidate's suitability and motivation for the post
2. Updated curriculum vitae
3. 1 letter of recommendation from erstwhile Faculty/ Supervisor (can be submitted upon selection)

The institute reserves the right to invite candidates for an interview. Only shortlisted candidates will be intimated.