sukoon/2025/march_27_POPT

Vacancy for the post of 'Programme Officer' Part-time

Name of Post	Programme Officer (Part-time)
Advertisement Number	sukoon/2025/march_27_POPT
No. of Posts	01
Location	Mumbai
Last Date of Application	12th April 2025
Remuneration	20,000-25,000 per month

About TISS

The Tata Institute of Social Sciences (TISS) was established in 1936 and is a deemed university fully funded by the University Grants Commission, Government of India. TISS offers over 50 Master's Degree programmes from its Mumbai, Tuljapur, Guwahati and Hyderabad Campuses. Masters' programmes are offered in a range of socially relevant interdisciplinary areas of Social Work, Social Sciences, Health, Management, Labour Studies and Habitat Studies. TISS is a research university with M.Phil. and Ph. D. programme and basic and applied research in a range of areas. A high degree of freedom and autonomy shape the positive work ethos and creativity in the Institute facilitating strong linkages between education, research, field action and Dissemination.

About Sukoon

Sukoon is a field action project of the School of Human Ecology at the Tata Institute of Social Sciences, Mumbai, and provides psycho-social services to litigants approaching court settings for matrimonial disputes. Sukoon also conducts primary research with family courts across Maharashtra. The current project provides psychotherapeutic services to individuals and couples in distress and to promote their overall emotional wellbeing. Sukoon is currently operational in 5 centres in Mumbai, 2 centres in Aurangabad and one centre each in Amravati, Ahmednagar and Yavatmal.

Sukoon is inviting applications for the post of Programme Officer (part-time). The job profile is as follows:

Qualifications

M.A. in Counselling/Clinical Psychology is required along with a minimum 2-3 years of experience working in the field in the capacity of a researcher/counsellor. Preference will be given to those candidates who have additional qualifications such as having completed specialised courses in Couples and Family Therapy OR demonstrating direct experience working as a couples/family therapist. Candidates should have some experience in handling administrative tasks in non-profit organi-

sations. Preference will be given to candidates who have an experience of working with legal settings. The candidate should have proficiency in English, Hindi and Marathi.

Job Responsibilities

1. Visiting and Coordinating with the courts across Mumbai for smooth functioning of the counselling centres and the research work. The person may also be required to visit across Maharashtra for establishing new Sukoon centres, coordination and supervision.
2. This position will also include actively providing counselling interventions with individuals and couples in legal settings at respective centre.
3. The Programme Officer will also be responsible for conducting group counselling and/or workshops for the key stakeholders of the court system.
4. The job also entails liaising with the respective Court officials such as Marriage Counsellors and Judges
5. Documentation of the work conducted at these centres in the form of reports is expected.
6. Networking with women's organisations, family counselling centres and other services that are relevant for litigants' psycho-social well-being
7. Actively writing reports on each centre's functioning, analysing secondary documentation by Sukoon Counsellors and working towards publication of the same is also expected.

Duration: The appointment of these post is for 1 year which can be renewed in the following year. The officer working with the full-time post will work for 3 days a week at the campus.

Joining Date: 17th April 2025

Desirous candidates may send their resume to sukoon.tiss@gmail.com before 12th April 2025 with a subject line "Application for the post of Programme Officer (Part-time) - Mumbai". Shortlisted candidates will be called for an interview.

Note:

For queries, contact: sukoon.tiss@gmail.com

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