

**TATA INSTITUTE OF SOCIAL SCIENCES****V.N. Purav Marg, Deonar, Mumbai 400 088**

Declared as a Deemed to be University under Section 3 of the UGC Act 1956,
a grant-in-aid Institute under Ministry of Education, Government of India)

TISS/PROJECT/RECRUITMENT/PRAGATI/2026**11/05/2026****Applications are invited for the post of Full-time position – Senior Programme Manager**

Tata Institute of Social Sciences invites applications for Senior Programme Manager to be appointed on a contractual basis for Pragati- IRHDP, Field Action Project by Centre for Health and Mental Health, School of Social Work, TISS, Mumbai. Pragati- Integrated Rural health and development project (IRHDP) has been functional since 1986 in the village of Aghai, situated in Shahapur Taluk. Till date this project has taken various steps at various levels for the development of the 'Adhivasis' or the Tribal people. The main tribal populations that cover these regions are the Konkana, Katkari and Warli tribes.

Duration: 3 months (Extendable based on the performance)**No of positions:** 1**Last date for application:** 17th May, 2026**Job Location:** Aghai, Shahapur Taluk**Joining Month:** May, 2026**Remuneration:** Consolidated salary of Rs. 55,000/- pm.**Roles and Responsibilities:**

- Facilitate outreach and awareness sessions with children, adolescents, women, and youth on themes such as education, health, SRH (sexual and reproductive health), and nutrition.
- Form and strengthen Self-Help Groups (SHGs) and women-led enterprises for health and nutrition-related livelihoods.
- Prepare periodic progress reports, success stories, and documentation for internal and external review.
- Supervising, Monitoring, Coordination of teams.
- Coordinating with TISS Admin and Project leader for project compliance.
- Follow up with TISS accounts, Purchase & Personnel departments for payment, Purchase orders and appointment & other project related documents
- Co-ordination with Ashram schools.
- Conducting training for the ZP Students.
- Conducting Community Meetings.
- Will assist in technical work as per requirement.
- Community Training in field.
- Oversee financial documentation, vouchers, bills and related administrative work.

Note: Selected candidates are expected to stay on site in Aghai.

Essential Qualifications:

- Candidates with Master in social Work / MA in Rural Development with health-related and education related field experience may also apply.
- Minimum required experience is 3 to 5 years.
- Language Proficiency: Marathi, Hindi and English

Application Process:

- Kindly send your CV via email to the ***pragati.irhdp@gmail.com***
- Only shortlisted candidates will be informed about the interview.

Other Conditions:

(a) The Institute reserves the right to not fill up the vacancy advertised. The Institute reserves the right to invite persons for Personal Interaction/Skill test, who may not have applied for the vacancy as per the above procedure. (b) Since applications received will be shortlisted, merely possessing the prescribed minimum qualifications and the requisite experience would not entitle a person to be called for Personal Interaction /skill test in case of high response. (c) No queries or correspondence regarding issue of call letter, selection of candidates for the post etc will be entertained at any stage and canvassing in any form is strictly prohibited and will lead to the candidate being debarred from consideration for the post.

Note: Selected candidates are expected to join duty within 10 days of intimation of their selection.