KAILASH SATYARTHI CHILDREN'S FOUNDATION

JOB DESCRIPTON

Position : Project Officer (Campaigns & Programme)	**Location:** New Delhi
Positions: 01	**Program Site:** Programme

About the Role

The Project Officer – Campaigns & Programme will be responsible for planning, coordinating, and implementing campaigns that promote children's rights, education, child protection, youth participation, and community engagement. The role requires strong communication, networking, stakeholder management, and campaign execution skills, with the ability to combine on-ground mobilization with digital and media outreach.

Key Expectations

- Ability to plan, coordinate, and implement campaigns initiatives effectively.
- Strong networking and stakeholder engagement skills with government agencies, civil society organizations, media, youth groups, and community leaders.
- Capacity to develop campaign strategies, communication plans, and outreach activities.
- Ability to coordinate with state and field teams to ensure timely execution of campaign action plans.
- Strong communication, presentation, and facilitation skills.
- Ability to develop campaign reports, success stories, case studies, and other communication materials.
- Experience in social media engagement and digital campaign promotion.
- Capacity to monitor campaign progress, assess outcomes, and identify opportunities for improvement.
- Ability to support field teams thematically and technically in campaign implementation.

Key Responsibility Areas (KPIs)

- Support the design and implementation of campaign plans and initiatives across project locations.
- Coordinate with field teams across states to ensure effective campaign execution and reporting.
- Build and maintain partnerships with stakeholders, networks, institutions, media, and community groups.
- Organize campaign events, consultations, awareness drives, and community engagement activities.
- Support the development of campaign content, communication materials, and digital outreach initiatives.
- Conduct regular review meetings with field teams and provide technical guidance on campaign implementation.
- Compile campaign data and prepare monthly, quarterly, and annual reports.
- Document success stories, case studies, and key campaign outcomes.
- Coordinate campaign-related financial and administrative documentation.
- Undertake field visits to monitor campaign activities and provide implementation support.

Key Performance Indicators (KPIs)

- Timely execution of campaign activities as per approved action plans.
- Timely submission of monthly, quarterly, and annual reports.
- Quality stakeholder engagement and partnership development.
- Increased participation and outreach through campaign activities.
- Timely documentation of success stories, case studies, and campaign achievements.
- Effective coordination with field teams across states.
- Accuracy and completeness of campaign data and reporting.
- Effective utilization of campaign resources and budgets.

Educational Qualification

- Master's Degree in Social Work, Development Studies, Communications, Public Policy, Political Science, Rural Development, or related field.

Travel

- Willingness to travel regularly for campaign implementation, stakeholder engagement, and monitoring visits.

Experience required

- 3–5 years of experience in campaign management, communications, stakeholder engagement, community mobilization, or social development sector.

How to Apply: Please apply using the link provided below.

Link - https://forms.gle/ACvfGuQo9MBWoWJ69