



Junior Coordinator / Junior Trainer – School Outreach Services

About Ummeed:

Ummeed is one of India's premier non-profit organizations providing family-centered care to children with developmental disabilities and their families. We believe that all children with developmental disabilities can be included in society and reach their maximum potential, if given the chance. As an organization with a workforce of over 90 committed professionals, Ummeed's transdisciplinary approach works towards:

- Supporting children in overcoming their disabilities through direct clinical services and helping families in their journey towards acceptance and empowerment
- Building a network of trained professionals and community workers who can prevent, diagnose, and manage developmental disabilities effectively

The team at Ummeed is a diverse group of highly passionate, motivated and talented individuals. Ummeed offers its team members opportunities to grow professionally and personally, inculcating and reflecting a strong culture of supervision and mentorship and the space for continued learning.

About "the position" at Ummeed:

The School Outreach Team at Ummeed works with schools to promote an inclusive policy, culture and practice for children with varied needs /disabilities in schools. Often families that come to Ummeed have concerns about schooling. Once in the school, they need ongoing support for variety of issues. The School Outreach Team envisages addressing these issues and building capacities in schools by spreading awareness and training various stake holders to support children with varied needs within the school system.

Being on the School Outreach Team will give you the opportunity to advocate and work with various stake holders within a school and in the space of education to create awareness and sensitivity to promote an inclusive environment for children with varied needs, to reach their maximum learning potential in both academic and social arenas.

Primary Responsibilities:

- Engage and interact with schools and partner organizations
- Create/customize training modules specific to a training program/awareness workshops for teachers/principals/coordinators
- Conduct need based trainings and awareness workshops
- Coordinate with team members to conduct activities specific to School Outreach Program
- Adhere to timelines and deadlines with respect to activities specific to School Outreach Program
- Document activities specific to School Outreach Program
- Be an advocate for children with varied learning needs/disabilities and their families within the school system and in the community

Minimum Qualifications:

- Master's degree in Education (M. Ed.) / Special Education with at least 1 to 2 years of work experience
- Knowledge and experience about the functioning of different types of schools will be an added advantage

Essentials Skills Required:

- Experience of work within the school space (with children with disabilities will be preferred)
- Excellent work ethics
- Excellent interpersonal and communication skills
- Excellent creativity and documentation skills

Reporting to: Director, School Outreach Team

Others:

Ummeed would give preference to a candidate who is interested in putting in at least 40 hours per week. Salary will be commensurate with qualifications and experience.

We encourage persons with disabilities and parents of children with disabilities to apply.

Candidates meeting the criteria may email their updated resumes to careers@ummeed.org.