**Position:** Counsellor

**Location:** Delhi, UC HO

**Reports to:** Program Manager/Assistant Director

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| **Section 1 | About Udayan Care** |
| Udayan Care, an ISO 9001-certified organization, has been working for the quality care of disadvantaged children and women and youth for over 30 years, with the endeavor of providing sustainable rehabilitation. The mission of “A nurturing home for every orphaned child; an opportunity for higher education for every girl and for every adult; the dignity of self-reliance and the desire to give back to society.” is what drives its 140 employees and close to 800 volunteers to action. Based on the belief that aftercare youth need constant support and guidance beyond 18, upon leaving their childcare settings, Udayan Care has developed an Aftercare Outreach Program (AOP) that directly provides aftercare support through education, skilling, mentorship, accommodation and other areas as identified by the Sphere of Aftercare (TM), till they are fully mainstreamed in society as independent adults. Udayan Care has been accredited by Give India, Guidestar & Credibility Alliance, for its transparent and credible performance. In 2015, the Honourable President of India awarded Udayan Care the National Award for Child Welfare 2014-India’s highest commendation for a non-profit child welfare organisation constituted by the Govt. of India. We have had Special Consultations Status with United Nations Economic and Social Council (ECOSOC) since 2018 |

**Section 2 | Purpose of the Role**

Udayan Care seeks to engage socially committed individuals in bringing about a world in which each disadvantaged child enjoys a supportive family environment.

The counsellor in the FiT program is responsible for providing comprehensive mental health and emotional support to children, families, and individuals in community settings. Through structured counselling sessions, the counsellor addresses emotional, psychological, and behavioural concerns, promoting mental well-being and healthy coping strategies. The counsellor works closely with case managers, families, and other stakeholders to offer personalized interventions, ensuring confidentiality, ethical practices, and a holistic approach.

**Accountability:** The role reports to the Project Manager and works in closely with Assistant Director.

| **Section 3 | Key Responsibilities** |
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| * Conduct regular counselling sessions with children, families, and individuals to address emotional, behavioural, and mental health issues
* Employ a holistic and empathetic approach, focusing on building rapport and trust with beneficiaries
* Address primary concerns and follow a sequential problem-solving approach, ensuring ongoing follow-up and continuity of care
* Refer cases that require specialized expertise to appropriate professionals or agencies
* Collaborate with government bodies, NGOs, and local resources to connect beneficiaries with additional support as needed
* Submit comprehensive session reports within one week of each session, adhering to ethical standards of confidentiality
* Maintain a record of impact stories, case studies, interviews, and progress tracking materials such as short clips and quotes
* Ensure all session reports prepared by interns are reviewed and approved before final submission
* Provide daily progress reports to case managers or report to the office for sessions held nearby
* Conduct a minimum of two parenting sessions and two life skills sessions per month, addressing the holistic needs of families and children
* Participate in supervision, training, and professional development opportunities to enhance counselling skills and improve service delivery

**Any other job or related task as advised by the Assistant Director/ A.R.T. Director/ Managing Trustee***Weekend hours shall be required.* |

**Section 4 | Experience and Qualifications**

*Essential Experience and Skills*

* Work experience of at least 1 years (preferably in child welfare/community)
* Laws and schemes related to child and family welfare
* Working knowledge of Safeguarding and Child Protection

Educational Qualifications

* MA/MSW/Psychology, counselling or a related field (Preferred)
* Bachelor’s degree in Social Work, Psychology, or a related field

Preferable Skills and Knowledge

* Good team player and people management skills
* Direct experience and skills in working with children with no previous police records
* Caring and compassionate approach for children and youth with trauma
* Strong communication, active listening, and empathy skills
* Ability to maintain professional boundaries and safeguard confidentiality
* Organizational skills for maintaining accurate records and reports
* Flexibility to conduct field visits and work with diverse populations

**Salary Package** Upto 25K CTC

* **Child/Youth Protection and Safeguarding Policy:** Any employee, consultant, contractor, supplier, vendor, or resource person, shall read, be aware and sign to comply strictly with the Child Protection Policy, the Safeguarding Policy, and all accompanying policies of Udayan Care. Udayan Care accords the highest priority to its commitment to creating awareness, ensuring prevention, reporting, and response to all disclosures of abuse, violence, neglect, or exploitation or its threat for all children, young persons, and vulnerable adults that the organization is in contact with. Our CIRCA values, Code of Conduct and HR norms clearly regulate and ensure the implementation of the highest standards towards zero tolerance of any safeguarding concerns.

* **How to Apply:** Please download and fill the Application form and send to recruitment@udayancare.org along with your updated c.v.  Do mention the post and location you are applying for in the subject line.