



TARSHI is looking for a PROGRAMME ASSOCIATE, ONLINE COMMUNICATIONS

Type: Full time

Location: New Delhi, India

TARSHI (Talking About Reproductive and Sexual Health Issues) is a non-profit organisation established in 1996 and based in New Delhi. TARSHI is guided by the vision that all people have the right to sexual wellbeing and to an enjoyable and self-affirming sexuality. TARSHI supports and enables people's control and agency over their sexual and reproductive health and wellbeing through information dissemination, knowledge and perspective building, within a human rights framework. TARSHI's programmes address all people, of all ages, communities, classes and sexual preferences, with a focus on sexual and reproductive health and rights and wellbeing.

TARSHI's work includes strengthening capacity of practitioners in the field through trainings on the inter-linkages between rights, sexuality, reproductive health and wellbeing; providing much-needed and valued sexuality information to people of all ages through publications and public education; sensitising service providers as well as the general public to sexual and reproductive rights. To know more, please visit www.tarshi.net.

YOUR CORE RESPONSIBILITIES WILL BE TO:

- Plan, conceptualise and co-ordinate the publication of issues of our online magazine [In Plainspeak](#)
- Support in all activities leading to publication, including but not limited to soliciting contributions; curating, proofing and editing content; and updating content on the WordPress platform
- Promote the online magazine using SEO, social media (including Facebook, Instagram, LinkedIn and Twitter), email newsletters, and others as required
- Ideate and facilitate activities to promote the magazine, such as college reading sessions, online and offline events, etc.
- Monitor, evaluate, and report on the performance of *In Plainspeak*
- Design and run the annual internship programme for *In Plainspeak* and coordinate with interns through the period of their engagement with TARSHI
- Identify and translate content from English into Hindi and review Hindi translations in case external translators are brought in. This content could be used in TARSHI's website, social media, trainings, *In Plainspeak*, etc.
- Assist in monitoring and evaluation, and reporting, by undertaking activities to take feedback from participants of TARSHI's programmes, writing reports, etc.
- Assist in creating and collating or repurposing/updating existing TARSHI content for wider reach through TARSHI's website and social media

QUALIFICATIONS

- Prior experience with editing and other activities that go into running an online publication
- Fluency in written and spoken Hindi and interest in engaging in Hindi on topics related to sexuality and wellbeing
- Interest and experience in using online tools (including social media) to promote content and increase reach and engagement
- Knowledge of operating WordPress backend to upload posts, make minor edits to the template to publish *In Plainspeak* issues. HTML/CSS knowledge would be a plus.



- Experience in using (and learn on the job if required) image and video editing software (such as Photoshop, Canva, iMovie, etc.), social media platforms, Mail Chimp, Tiny Letter or similar platforms, to communicate about TARSHI's work with its audiences

WHAT YOU BRING

- A commitment to a rights-based, affirmative perspective on sexuality and sexual and reproductive health, including the rights of all people to abortion, to sexuality education, the rights of sex workers
- Attention to detail and being organised with tasks, regularly communicating with team members on the status of your tasks
- Ability to work independently and proactively, as also working with and encouraging team members on other activities of the organisation
- Motivation to create and actively contribute to a safe, inclusive, affirming environment for all team members

WHAT WE OFFER

- Diversity in staffing and the maintenance of an environment free of discriminatory practices
- Equal employment opportunities to all individuals
- No discrimination against any individual because of their actual or perceived age, gender, caste, class, disability, HIV status, marital status, religion or sexual orientation
- Opportunities to participate in networks on issues of sexuality, wellbeing, sexual rights and women's rights, to represent the organisation at diverse fora
- Compensation based on experience and internal equity*
- Paid leave, including medical leave, parental leave, leave for medical termination of pregnancy
- Opportunities to practice collective self-care and learn and contribute to collective care practices in the organisation

Preference will be given to candidates based in, or who can move to New Delhi, India. However, we will consider remote work options for candidates in other Indian locations depending on the fit of their profile with our requirements.

SALARY

*INR 30,000 to 35,000 per month (subject to the provisions of the Income Tax Act, India), commensurate with experience. This quoted amount is for a full-time staff member who will work five days a week, with occasional weekends subject to work demands. However, if you feel you are the right fit for this position and are open to exploring working arrangements different from those stated here, we encourage you to apply and share your salary expectations.

TO APPLY

Thank you for your interest in TARSHI! Please email us at jobs@tarshi.net with the following. Please mention the job title in your application. Only shortlisted candidates will be contacted further. **This position is open until filled. If you are considering applying after July 31, 2022, please visit [this link](#) to confirm that the position is still open.**

- Your CV
- Details of two references
- A cover letter
- Any written and/or audio-visual samples of your work that are relevant to this job profile