

Toxics Link

Position: Programme Officer

Location: New Delhi

Last Date: ASAP



Toxics Link
for a toxics-free world

Toxics Link is an environmental NGO, dedicated to bringing toxics related information into the public domain, both relating to struggles and problems at the grassroots as well as global information to the local levels. We work with other groups around the country as well as internationally in an understanding that this will help bring the experience of the ground to the fore, and lead to a more meaningful articulation of issues. Toxics Link also engages in on-the ground work especially in areas of municipal, hazardous and medical waste management and food safety among others. Working in networks, utilising community outreach and education, policy analysis, research, training and program development, we work at the state and central levels to help create solutions, which are driven by the needs of people. We are also involved in a wider range of environmental issues in Delhi and outside as part of a coalition of non-governmental organizations.

JOB PROFILE

E-waste is one of key issues in which Toxics Link has been working for around a decade. The organization has been actively engaged in policy advocacy on E-waste through various researches and campaigns. Toxics Link has been, over the years, also worked towards increasing awareness on the issue among all stakeholders, especially students. Currently, Toxics Link is also starting a school awareness project on Environment, with special focus on E-waste.

Responsibilities:

- Assist in research and policy advocacy work.
- To develop and assist in designing and execution of campaigns on environmental issues.
- To help in organising meetings/workshops/seminars related to projects.
- Coordinating with partners in the other parts of the country.
- Reporting on Projects
- Performing any other duties as requested by the Supervisor.

Qualifications and Experiences:

- A graduate /postgraduate degree holder preferably with science or social sciences.
- Should have at least three-four years of working experience in the development sector, previous experience in environmental sector will be added advantage.

Key Competencies:

- Strong analytical and strategic planning skills.
- Experience of preparing reports and documentation of various projects.
- Possess excellent communication skills.
- Strong interpersonal skills and be a team player.
- Ability to work independently.
- Computer Skills.
- Should be willing to learn fast and can perform well as per the needs of the program designed.

If interested, send in your CV to:

Toxics Link, H2 (Ground Floor), Jungpura Extension, New Delhi - 110016.

E-mail: satish@toxicslink.org

Kindly indicate your current salary, expected remuneration and three references.

Mark the envelope or the e-mail with the subject line: "Application for the post of Programme Officer"