

SYNERGY SANSTHAN

Job Description- Project Coordinator

Position: Project Coordinator (1)

Location- Harda, Madhya Pradesh

About Synergy Sansthan: -

Established in 2006, Synergy Sansthan is a youth-centric nonprofit organization rooted in the belief that Young People are not just beneficiaries but changemakers. Born out of the vision and commitment of a few passionate youth leaders from rural India, the organization has grown into a powerful movement advocating for a youth-led, gender-just and participatory development paradigm. From its humble beginnings, Synergy Sansthan has evolved into a promising force in youth empowerment in Madhya Pradesh, currently operating directly across 11 districts and extending its reach to 21 districts through strategic partnerships and collaborative networks. Over the past 19 years, the organization has touched the lives of over 3 lakh adolescents and youth from marginalized tribal, rural and semi urban communities—nurturing leadership, strengthening agency and catalysing grassroots change. At the heart of Synergy's work is the empowerment of adolescents and young people, especially those from Scheduled Tribes, Scheduled Castes, religious minorities and people with different gender identities. Flagship initiatives such as HumRahi, Udaan Fellowship and Yuvalaya -Youth Resource Centre have consistently demonstrated that when rural and tribal youth are given the right platforms, they emerge as resilient leaders, social entrepreneurs and advocates for justice within their communities. One of SYNERGY's most transformative contributions has been the incubation and mentoring of early-stage youth-led organizations, many of which now anchor impactful development efforts in some of the most underserved geographies of Madhya Pradesh. Driven by the conviction that systemic change cannot be achieved through project-based interventions alone, Synergy Sansthan has increasingly focused on building institutions, ecosystems and inclusive narratives. The organization works to create safe, enabling spaces where young people can organize, learn, express and lead, thereby gaining not just skills but the confidence to challenge structural inequities and break intergenerational cycles of marginalization. As part of its current strategic focus, Synergy is scaling proven models, promoting social innovation and entrepreneurship among youth and deepening cross-sectoral collaborations. The organization is also investing in policy dialogue, institutional partnerships and youth-led research to amplify grassroots voices in state and national platforms. Today, the organization is striving for youth-driven transformation in central India, building capacities, courage and conviction among a new generation of socially conscious leaders. Synergy Sansthan aims to co-create a resilient, gender-just, youth-centred development ecosystem—one that is recognized, resourced and respected at all levels.

About the Project:

The UDAAN initiative is meticulously crafted to empower adolescent and young girls, specifically aged between 10 to 21, hailing from rural and tribal communities. The aim of this initiative is to offer them opportunities and to instil a sense of ownership over their lives, foster aspirations, unveil their latent potential and raise awareness about the systemic challenges hindering their progress. This transformative journey spans over two years, during which participants undergo a profound inner metamorphosis and emerge as torchbearers of social change within their villages/panchayats through the conceptualization and execution of impactful action projects. Central to the Udaan Fellowship is its unique "Strengthening Roots, Spreading Wings" approach to leadership development. Initially, participants embark on a journey of self-discovery and introspection, delving into the depths of their individual and social identities. They explore their strengths and weaknesses, confront their fears and aspirations, and critically examine the societal norms and expectations that shape their existence. This process enhances their self-confidence

and empowers them to challenge ingrained gender stereotypes, fostering more open communication and empathy within their familial and social circles. Furthermore, participants identify areas for personal growth and skill development, laying the groundwork for their future endeavours. As they progress through the program, they gradually expand their sphere of influence, assuming the role of catalysts for change within their communities. They actively engage in the design and implementation of social action projects targeting pressing issues such as girls' education, reproductive health, child marriage, gender-based violence, and leadership development. Through hands-on experience and guided mentorship, they learn to navigate challenges, advocate for their rights, and inspire others to join them in their quest for a brighter future. By challenging internalized gender norms, envisioning bold and ambitious futures, and honing their leadership abilities, Udaan fellows emerge not only as agents of change but as genuine champions of progress within their communities.

Key Responsibilities:

- Organize aspirational development sessions centred on career planning, goal setting and personal growth. Track the progress of fellows and provide individualized support to help them overcome personal and social barriers. Offer resources to guide girls in exploring career opportunities, entrepreneurship and further education.
- Design and facilitate training modules focused on challenging gender norms, empowering women and building leadership skills. Lead workshops on topics such as gender-based violence, discrimination and empowerment. Implement life skills training programs that cover decision-making, communication, time management and self-confidence.
- Collect data on program outcomes, such as the number of girls who complete the program, their improved aspirations and leadership roles taken by participants. Monitor and evaluate the program's impact on fellows, adolescent girls, young women, and communities. Design and implement systems to track the program's progress both quantitatively and qualitatively.
- Forge partnerships with local leaders, schools and community members to enhance the program's reach. Act as a liaison between various stakeholders, including fellows, their families, communities, community leaders and government agencies.
- Manage daily operations, including budgeting, scheduling and reporting. Oversee the entire program to ensure its successful execution and implementation.
- Develop and manage content for newsletters, blogs, social media posts and videos that showcase success stories and address the challenges faced by rural girls and women.
- Serve as the primary point of contact for internal and external communications.
- Handle logistics and administrative tasks related to the program, including scheduling, participant registration, and record-keeping. Provide comprehensive administrative support to ensure the smooth and efficient operation of the

program.

We are looking for a person, with:

- ✓ Good sense of humour, ready to learn, assimilate and adapt to the cultural and contextual requirements of a youth focused and youth led team.
- ✓ A Post graduate in social work, Sociology, Youth Development, Women Studies, Business Administration and in any other relevant discipline with 3-5 years of experience.
- ✓ Have a deep understanding of youth work practices & processes, have a deep understanding of gender issues, young people and adolescents sexual and reproductive health rights issues and gender-based violence.
- ✓ Experience in facilitation, program coordination and instructional design. An understanding of various development and social perspectives with a commitment to issues of social justice.
- ✓ Strong organizational, analytical, and problem-solving skills, good time management skills in order to meet deadlines in a multi-task environment and ability to work both as an individual contributor and as a team member.
- ✓ Willingness to travel extensively (to remote rural areas if required) and work flexible hours and weekends.
- ✓ An entrepreneurial spirit and is passionate about youth leadership
- ✓ An ability to inspire, openness to learning, ability to think out of the box, deep people orientation and an ability to connect with people, demonstrated leadership skills and enterprising spirit.

Please complete the Application Form Diversity Detail Format and upload your latest resume/CV (mandatory)

Salary- The annual salary for this position ranges from INR 4.20 LPA to INR 4.80 LPA (Negotiable) based on qualifications and experience. Benefits include Provident Fund (PF), insurance, and paid leaves.

We offer an enriching learning environment and the opportunity to work with a team of dedicated and passionate professionals who share a common vision. We are committed to fostering an inclusive workplace. Applications are invited from female candidates only for this position.

For Apply - apply@synergysansthan.com

Last Date - 14-08-2026