

Introduction

KHPT is a registered non-profit organization that has, for over two decades, worked alongside India's most vulnerable communities to improve their health and wellbeing. Our journey began in 2003 with focused initiatives to reduce the prevalence of HIV in Karnataka, and since then, our work has expanded to address a wide range of public health issues across the country. In places where health remains out of reach, held back by stigma, silence or systemic gaps, we have worked to change that reality. We believe the answers already exist in local knowledge, the culture of the place, and in collective intent. While health is our focus, we see it in its full context shaped by poverty, gender, social norms, urbanization and climate. We bring together technical expertise and community wisdom, blending data, dialogue and systems thinking to strengthen health systems and empower communities. Because health and wellbeing are rights. And every community deserves not just access, but the power to shape its own wellbeing.

PRABALA is a program focused on empowering adolescent girls, strengthening their leadership and participation, and promoting gender-just and healthy communities through community engagement, institutional linkages and convergence with government departments.

KHPT is seeking application for the following position.

Community Facilitators (Female Candidates)

Positions: 79

Location: from 14 blocks of Lingasuru, Maski, Manvi, Sirwar of Raichur district. Mudigere of Chikkamagaluru district, Gangawathi, Kushtagi, Kanakagiri, Kukanuru, Karatagiri of Koppal district. Wadgera, Hunasangi, Surpur, Gurmatkal of Yadgir district.

Qualification, Skills & Competencies

- **Gender and Residency:** Female candidates residing in the intervention Gram Panchayats will be given preference.
- **Educational Qualification:** Minimum qualification of Pre-University Course (PUC). Candidates with a Bachelor's degree in Arts, Social Work, or related disciplines will be preferred.
- **Work Experience:** 2–3 years of experience working with adolescents, women's groups, Self-Help Groups (SHGs), or grassroots organisations.
- **Community Facilitation:** Experience in facilitating group meetings, training sessions, youth collectives, or community-level activities.
- **Knowledge:** Basic understanding of Panchayat Raj Institutions (PRIs), adolescent issues, gender equality, and the prevention of gender-based violence.

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- **Communication Skills:** Good communication, facilitation, interpersonal, and relationship-building skills, with the ability to engage effectively with adolescent girls and community members.
- **Commitment:** Strong commitment to gender equality, inclusion, adolescent empowerment, and community participation.
- **Mobility:** Ability and willingness to travel extensively within the assigned Gram Panchayats, approximately 20 days per month.
- **Documentation and Digital Skills:** Basic writing, record-keeping, data entry, and use of mobile phones or digital tools for reporting.

Roles and Responsibilities

A. Programme Implementation and Community Mobilisation (70%)

- Lead the implementation of project activities across 3 to 4 assigned Gram Panchayats, ensuring quality and timely execution.
- Facilitate the formation, strengthening, and regular functioning of adolescent girls' collectives and sub-committees under the Panchayat structure.
- Conduct training sessions, awareness meetings, and leadership-building activities for adolescent girls on rights, participation, local governance, and gender equality.
- Mentor adolescent girls to actively engage with Panchayat representatives, relevant sub-committees such as Village Health, Sanitation and Nutrition Committees (VHSNCs), Kavalu Samiti, School Development and Monitoring Committees (SDMCs), and other community forums.
- Ensure inclusive participation of girls from marginalised backgrounds, including Scheduled Castes (SCs), Scheduled Tribes (STs), out-of-school adolescents, and adolescents with disabilities.
- Identify and build rapport with potential community mentors and volunteers, encouraging their participation in supporting and guiding adolescent girls' collectives.
- Organise community sensitisation campaigns, dialogues, and events to promote gender equality, safety, and adolescent well-being.
- Provide continuous mentoring, motivation, and support to adolescent girls and volunteers to strengthen their confidence, leadership, and participation in local governance.
- Visit Panchayat offices and communities regularly, including daily field visits as required, to mobilise stakeholders, follow up on action points, and monitor programme progress.

B. Stakeholder Engagement and Advocacy (20%)

- Establish and maintain effective working relationships with elected Gram Panchayat representatives, Panchayat Development Officers (PDOs), SHG members, schoolteachers, ASHA workers, Anganwadi workers, and other key community stakeholders.
- Facilitate dialogues and joint meetings involving adolescent girls, community mentors, and Panchayat representatives to institutionalise girls' participation in Panchayat decision-making processes.
- Coordinate with local institutions, government departments, and community organisations to mobilise resources and support for adolescent-led initiatives.
- Advocate for the inclusion of adolescent girls' priorities in Gram Sabha discussions, Panchayat resolutions, and local development plans.
- Promote collaboration between Panchayat committees and adolescent sub-committees to address issues such as child marriage, education, health, safety, and adolescent well-being.

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C. Documentation and Reporting (10%)

- Maintain accurate and updated records of meetings, training sessions, community mobilisation, and other programme activities.
- Document success stories, good practices, challenges, and lessons learned at the Gram Panchayat level.
- Submit weekly and monthly activity reports to the Field Coordinator in the prescribed format and within the stipulated timelines.
- Support digital data entry and reporting through the Community Management Information System (CMIS) or other designated project tools.
- Support the visibility of programme activities through local events, community notice boards, Panchayat communications, and other approved communication channels.

D. Other Attributes

- Passionate about working with adolescent girls and promoting positive change within communities.
- Respected, approachable, and empathetic, with the ability to build positive relationships with adolescent girls and community members.
- Willing to learn, adapt, and work collaboratively with Panchayats, government institutions, and other stakeholders.
- Energetic, self-motivated, and committed to KHPT's values of inclusion, dignity, and community partnership.
- Demonstrates patience, persistence, and the ability to build trust and sustain engagement within the community.

E. General Note

The roles and responsibilities listed above are illustrative and not exhaustive. The employee may be assigned additional duties and responsibilities consistent with the objectives and scope of the Project and the operational requirements of the Organisation

Reporting

The Community Facilitator will be reporting to Field Coordinator/Taluka Coordinator or person designated by the Organisation from time to time.

Remuneration

The compensation for the above-mentioned position/s will adhere to internal policies and market standards, determined by qualifications, relevant experience, budget availability, internal parity, and interview performance

KHPT is committed to providing a safe and supportive work environment for all employees. We uphold the principle of equal opportunity and actively welcome female applicants. In addition, we encourage individuals with physical challenges, provided they possess the necessary skills and knowledge, and are willing to travel to apply. We seek candidates who can seamlessly integrate into our non-discriminatory, inclusive, and equitable organizational culture.

We will follow a systematic selection process to fill this position, taking into account experience, competency, suitability, aptitude to work with our health programs, and extensive knowledge of

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the areas we work in. Only candidates who meet our shortlisting criteria will be invited for an interview.

The above position demands excellent communication, interpersonal and computer skills and also involves travel. Preference will be given to candidates who have work experience in the relevant field and local candidates with required experience and skillsets.

The above-mentioned position requires outstanding communication, interpersonal, and computer skills, as well as the willingness to travel. Preference will be given to candidates with work experience in the relevant field and local candidates who possess the necessary experience and skill sets.

How to apply

Prospective candidates should submit their applications by clicking the ["Apply Online"](#) button next to the relevant vacancy on our current openings page at <https://www.khpt.org/work-with-us/>.

The deadline for submissions is 26th October 2026 .