

**Vacancies for the post of Report Writing Consultant at iCALL Psychosocial Helpline,
TISS**

1. POST OF REPORT WRITING CONSULTANT

Name of Post	Report Writing Consultant
Advertisement number	
No of Posts	01
Last date of Application	31/10/2021
Remuneration	30,000 Per month
Duration	2 months

About TISS: The Tata Institute of Social Sciences (TISS) was established in 1936 and is a deemed university fully funded by the University Grants Commission, Government of India. TISS offers over 50 Master's Degree programmes from its Mumbai, Tuljapur, Guwahati and Hyderabad Campuses. Masters' programmes are offered in a range of socially relevant interdisciplinary areas of Social Work, Social Sciences, Health, Management, Labor Studies and Habitat Studies. TISS is a research university with M. Phil. and Ph. D. programme and basic and applied research in a range of areas. A high degree of freedom and autonomy shape the positive work ethos and creativity in the Institute facilitating strong linkages between education, research, field action and Dissemination. The Institute provides significant space and resources for basic and policy research; and has research collaboration with some of the best universities and institutions across all continents. TISS offers a very challenging but fulfilling academic environment and opportunity to scholars committed to creating a just society through education, generation of knowledge and field action, and invites interested scholars in Social Sciences and allied disciplines located within and outside India to apply for faculty positions in its schools and centers.

About the helpline: iCALL, a national level psychosocial helpline provides professional counselling service to people who are in need of help. These services are offered with the help of trained counsellors, provides emotional support, reference services when required. The counsellors actively and supportively listen to individual's disclosures of emotional distress and provide a safe and holding environment for the same. The helpline currently functions on Mondays to Saturdays, from 9 am To 9 pm. One of the key functions of an effective helpline is to connect individuals to relevant and important knowledge and human service resources. The Helpline maintains a comprehensive database for referral services. The helpline has a nation-wide coverage.

Besides the service provision, iCALL also actively involved in research, capacity building, awareness creation and consultancy for various government and nongovernment organizations.

Current Project:

Currently, iCALL in partnership with United Nations Population Fund (UNFPA) is engaged in an initiative to build capacities of counselors and social workers at One-Stop Crisis Centers and other counselors in different settings working with women survivors across the lifespan. iCALL is inviting applications for the post of Report Writing Consultant for this project:

Job Profile: The candidate shall report directly to the Project Officer, and the Project Director at iCALL, and shall be responsible for the following:

- Writing a comprehensive progress documentation report for the project and the activities undertaken in 2020-21
- Speaking to relevant stakeholders in the project to flesh out the report
- Formatting, editing, and submitting a final designed report

Desirous candidates should:

- Possess a full-time Master's Degree in Counselling, Clinical Psychology or Social Work (MA/Msc) from a UGC recognized University
 - Should have worked with issues of violence against women in the capacity of a counselor/trainer/content developer
 - Three years of work experience of direct interventions in the above-mentioned fields
 - Speak English and Hindi and at least one regional Indian language fluently
 - Possess excellent academic and research writing skills in English
 - Be skilled in training counselors or other helping professionals
 - Be willing to work in flexible hours

Candidates not having an academic background in Counselling, Clinical Psychology or Social Work need not apply.

Desirous candidates may send their resumé to **icallhelpline@gmail.com** on or before **31st October 2021** with a subject line **Application for the post of 'Report Writing Consultant'**, and the advertisement number as mentioned in tables above. Late applications shall not be entertained. Only shortlisted candidates will be called for an interview.

For further enquiries contact:

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