



Role: Livelihood Officer – Job Placements

About Magic Bus

Founded in 1999, Magic Bus works with children and young people living in poverty, in India, taking them from a childhood full of challenges to a life with meaningful livelihoods. We equip children and young people in the age group of 12 to 18, with the skills and knowledge they need to grow up and move out of poverty. Children on the Magic Bus program successfully fend off destabilizers such as child marriage and child labor to complete school and become first generation salary earners having secure careers in the organized sector.

Our youth-centered Livelihoods Program connects the aspirations and potential of young people to available market opportunities. We build their employability skills and map job potential based on individual strengths and mobility. We work with support structures like parents, teachers, the community at large and local government institutions to ensure social, emotional and economic well-being for all young people living in that area. Our approach mobilizes the entire ecosystem available to the child or young person to create transformational change in their lives.

We operate in cities, towns and villages in 23 states including our regional Head Quarters based in Maharashtra, Andhra Pradesh, West Bengal, Delhi and Karnataka. Magic Bus also has its global fund raising offices in UK, US, Germany and Singapore. Magic Bus offers a dynamic work environment for committed professionals interested in learning and growing with the organization. Get a real view of life at Magic Bus. Check out our website <http://www.magicbus.org/>

Role:

- Identify, do due diligence and on-board employers in the technology platform
- Generate adequate lead for training provision and placement of 750 youth & out of work adults
- Build strong relationships with employers ensuring effective placement and monitoring systems are in place for youth & out of work adults

Specific Responsibilities:

- Responsible for achieving the desired target number of youth & out of work adults' placements in jobs
- Create partnerships with employers and job aggregators who can offer youth potential job placements, work experience and workplace visit opportunities.
- Monitor youth's attendance and performance with employers for effective retention & performance
- Support youth after their placements to ensure that they retain their engagement and sustain themselves in work or training for up to 6 months.
- Undertake data collection and reporting duties that demonstrate the effectiveness of the programme.
- Act as a role model at all times demonstrating behaviour that displays the characteristics youth should develop to be successful in their chosen field.

Reporting to: Program Manager

Desired Competencies:

- Strong partnership building credentials with ability to tailor style and methods when working with employers (and employee volunteers), and other specialist organisations like Job Aggregators
- Excellent team worker with strong oral and written communication skills including good level of professional English.
- Can-do attitude and willingness to use own initiative to solve ground level problems
- Well organised working style with excellent time management skills.
- Willingness to work evenings and weekends occasionally as required by programme.
- Ability to collect and process delivery evidence and data in line with key performance indicators for the programme

Qualification and Experience:

- Relevant degree or similar professional qualification from a reputed institution (Minimum qualification is graduation).
- Knowledge of local employers and job aggregators
- Knowledge of youth needs with regard to progressions at work.
- Experience of partnership working including referrals and monitoring partner delivery.
- Experience of either employability skills, job placement, youth development or vocational training programmes either directly or indirectly (desirable)

Apply now: bishwajeet.mishra@magicbusindia.org