

VARANASI PROVINCE OF THE INDIAN MISSIONARY SOCIETY (IMS)

Varanasi, Uttar Pradesh | www.vpims.org

A registered non-profit society working for education, health, livelihood and welfare of marginalised communities

JOB DESCRIPTION — FIELD ANIMATOR (EDUCATOR)

"Slum to School" Education Project, Varanasi | 8 Posts

ABOUT THE PROJECT

The Varanasi Province of the Indian Missionary Society is implementing "**A New Beginning for the Children in the Slums of Varanasi**" (Phase II), an urban education project covering **20 slum settlements of Varanasi city**. The project works with about **600 children** from families of rag-pickers, sweepers, daily-wage labourers, vegetable vendors and other informal-sector workers. Its aim is to bring out-of-school and dropout children into formal schooling and to keep them there — through enrolment and admission support, evening remedial coaching centres, regular school and home follow-up, parental counselling, and community awareness against child labour, school dropout and early marriage.

POSITION DETAILS

Position	Field Animator (Educator)
Number of Posts	08 (Eight)
Salary	Rs. 11,000 per month (consolidated)
Working Hours	5 to 6 hours of field duty daily, including evening coaching classes after school hours
Area of Work	Each Field Animator will cover 2 to 3 slum settlements in Varanasi city
Children Covered	20-25 children in the evening coaching centre and follow-up of 40-50 school-going children
Nature of Engagement	Contractual appointment for one year, renewable annually on the basis of performance and continuation of the project.
Reporting To	Project Coordinator

KEY RESPONSIBILITIES

- Conduct daily evening coaching and remedial classes for 20-25 children of the assigned settlements, following the school syllabus and helping children complete their homework and clear doubts.
- Follow up and monitor 40-50 school-going children — school attendance, homework, examination results and overall progress.
- Identify out-of-school, dropout and child-labour children in the settlements and support their enrolment and admission into formal schools.
- Carry out regular house-to-house family visits, morning attendance checks to ensure children have gone to school, and periodic school visits to meet teachers.
- Counsel parents on the value of education and organise parents' meetings and bi-monthly community meetings in each settlement.
- Create community awareness against child labour, school dropout and early / child marriage; support the functioning of youth clubs.
- Organise learning activities, cultural programmes, rallies, special events and exposure visits for the children.
- Maintain child profiles, attendance registers and settlement-wise records; submit daily activity reports with photographs.
- Participate in the daily morning review call and in monthly review and planning meetings with the project team.

QUALIFICATIONS, EXPERIENCE AND SKILLS

- Graduate in any discipline preferred. Candidates who have passed Intermediate (Class 12) with strong field or teaching experience may also apply.
- Aptitude and genuine interest in teaching children of primary and upper-primary level (Classes 1-8).
- Previous experience of community work, non-formal education or teaching will be an added advantage.
- Fluency in Hindi, and the ability to relate warmly and respectfully with slum families.
- Basic smartphone and computer skills for daily reporting and record keeping.
- Candidates residing in or near Varanasi city will be preferred. **Women candidates are especially encouraged to apply.**
- Willingness to work in slum settlements in the evening hours and occasionally on weekends.

HOW TO APPLY

Interested candidates may email their **curriculum vitae along with a covering letter, a recent photograph and a contact number** to vpproslum@gmail.com, clearly mentioning "*Application — Field Animator*" in the subject line. **Last date for receipt of applications: 26 August 2026.** For any queries, please contact: vpproslum@gmail.com Only shortlisted candidates will be contacted for a personal interview at Varanasi. Selected candidates should be able to join at the earliest.

The Varanasi Province of the Indian Missionary Society is an equal-opportunity employer. Applications from all eligible candidates are welcome, irrespective of caste, community or gender.