

HELP Volunteer-Research JD

Reporting to: Manager/ Secretary, HELP

Time commitment: Flexible. You can give as much or as little time as you want to

Role summary

Research volunteer play a key role in supporting and involving in various research activities conducted by Society for Help Entire rural and Lower People (HELP) with project collaborators, implementing agencies and publish various surveys, field and desktop studies in field of child trafficking and exploitation. The Volunteer will be primarily responsible for supporting the Manager implementing the research, develop policy advocacy materials and assist in carrying our HELP's particular research agenda. The Volunteer will also maintain project research and documentation and publish on various journals and newsletters. The role is flexible to suit volunteer's commitments and interests.

Description

Research volunteer will assist with support strategic and marketing communication and documentation of HELP's various activities. The volunteer will directly contribute to increasing HELP's mission to prevent child trafficking and sexual exploitation, and help rescued victims by increasing organizational research capabilities in the specific domain and aid policy advocacy. All appropriate materials to support your role will be supplied by us with ideas for preparing various research materials. The Manager will be available to give you continuous support, advice and guidance.

Responsibilities

- To conduct literature reviews, collect and analyze data, prepare materials for submission to granting agencies and foundations
- Prepare interview questions, surveys and various materials for field research, and summarize survey results
- Use a variety of research techniques to gather relevant information, including surveys, case studies and interviews
- Direct and carry out fieldwork in the local community on various topics based on HELP's research agenda
- Prepare progress reports, articles and presentations for various stakeholders and funding agency, based on research
- Working on a variety of different sources including original records, photographs, newspapers and secondary sources.

Qualifications

- Academic and/or work experience related to the field of research
- Students and researchers in Social Sciences/ Psychology are preferred, though mandatory

- Excellent writing skills, including writing academic papers, reports
- Experience with specialized software for data analysis and reporting
- Knowledge of Microsoft Office suite of programs, including Word, Excel and Outlook
- Commitment to work within organisation's guidelines and policies

Time Period

This position requires a minimum 2 month commitment for 1-2 days per week during regular office hours (Monday to Friday from 9:00 am to 5:00 pm), for an average of 8-10 hours per week.

Benefits and recognition

This position provides valuable experience for fundraising management and event planning for the volunteer. Further the volunteer will also gain following benefits:

- Opportunities to meet new people in your community
- Opportunity to develop self-confidence, research and documentation skills
- Opportunities to undertake research specific training.
- The satisfaction of knowing you will be making a difference to the lives of vulnerable children who are victims of child trafficking and sexual exploitation
- Learn new transferable skills to improve CV

About HELP

HELP works for the rescue and rehabilitation of victims, especially children, who are trafficked for sexual exploitation in Chilkaluripet, Guntur District and Ongole, Prakasam District in Andhra Pradesh. There are three million female sex workers in India and 40% of them are children. 500,000 children are estimated to be forced into the sex trade every year, living a life of exploitation and abuse. Children who are vulnerable to commercial sexual exploitation are also vulnerable to HIV/AIDS as the number of HIV cases among sex workers stands at around 50%.

To help, we have set up Asha Sadan, a rehabilitation centre, for rescued victims of trafficking. Simultaneously, we work to prevent more cases from arising within vulnerable groups such as children and women living in susceptible areas. Furthermore, we have night-care centres, where we care for the children of sex-workers during working hours.

Interested candidates are requested to submit their resumes to Ram Mohan N.V.S, Secretary, HELP at helpap@gmail.com on or before Monday, 15 January 2018.