

23<sup>rd</sup> Mar 2026

## Introduction

KHPT is a not-for-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.

KHPT is seeking application for the following position.

## Program Associate

**Positions: 1**

**Location: Koppal- Karnataka**

### Qualification, Skills & Competencies

- Bachelor's or Master degree in Social Work/ Social Sciences/ Sociology/ Anthropology/ Public Health/ Psychology or related field with at least 2-3 years of relevant experience in program managing.
- Excellent written and verbal communication skills in Kannada and English
- Good Interpersonal & communication and negotiation skills
- Coordinate project teams and other functions
- Proficient with Microsoft Word, Excel and PowerPoint.
- Good facilitation skills and abilities to work with multi-disciplinary stake-holders at the grass root level.
- Should be a good team person with ability to work collaboratively with other team members.
- Willing to travel extensively to the field.

### Roles and Responsibilities

- Facilitate the formation and strengthening of girls' collectives across intervention areas
- Provide regular mentoring and handholding support to collectives
- Design and facilitate trainings on leadership, life skills, and collective action
- Build leadership among adolescent girls and promote peer-led processes
- Support the implementation of collectivisation activities in coordination with field teams
- Ensure regular follow-up, engagement, and progress tracking of collectives
- Document processes, case studies, and key learnings from the field

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- Maintain data and contribute to the development of a scalable and replicable model
- Engage with community stakeholders to create an enabling environment for girls' participation
- Support fellows in implementing collectivisation activities on the ground
- Mentor fellows and guide them in day-to-day planning, implementation, and problem-solving
- Contribute to the design, coordination, and strengthening of the fellowship program
- Facilitate partnerships with community institutions, including PRIs, to strengthen local ownership and support
- Support in building an enabling environment for girls' participation and leadership

### **Reporting**

The Program Associate will be reporting to the DPC-APF project or person designated by him.

### **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 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 2<sup>nd</sup> April 2026.**