

JOB DESCRIPTION	
Position Title	District Program Manager
Department/ Function	Program
Location	Hyderabad / Mahabubnagar -Telangana
Travel	Up to 40%
Direct Reporting to	State Head Telangana
About: Miracle Foundation India	
Miracle Foundation is a 25-year-old organization with a vision “to ensure a family for every child in our lifetime.” We work for children living in vulnerable situations and in Child Care Institutions with a specific focus on 5 well-being domains (strengthening family and social relationships, health, education, living conditions, and household economy). Since the year 2000, we have been positively impacting children and families across 10 states in India, namely Maharashtra, Bihar, Jharkhand, Gujarat, Tamil Nadu, Tripura, Madhya Pradesh, Kerala, Karnataka and Telangana. We work in alignment with Mission Vatsalya focusing on family strengthening and family-based alternative care. We collaborate with the state governments and build the capacities of the social workforce on alternatives to institutional care, reaching into communities to identify and strengthen vulnerable families long before the child separates. In order to achieve its mission, Miracle Foundation India focuses on the following program objectives: Prevention –children stay in families through effective gatekeeping by the social workforce Transition to families – transition children from institutions to families/ family-based alternative care through support to Governments Miracle Foundation India is a Section 25 NGO which is responsible for executing all programs in India and is associated with Miracle Foundation global organization which is registered in the US as a 501(c)(3) non-profit.	
Key Purpose of the Role	
Coverage: Mahabubnagar, Narayanpet and Nagarkarnool. New District will be boarded in future.	
Role Definition & Key Responsibilities	1. Role Definition & Key Responsibilities The District Program Manager (DPM) – Telangana will provide overall programme leadership, coordination and quality oversight across Mahabubnagar, Narayanpet and Nagarkarnool districts -Telangana. The role goes beyond managing individual district activities and requires a strong understanding of Telangana’s child protection system, government priorities, district realities, community vulnerabilities, Family Strengthening and Family-Based Alternative Care. Work closely with State Child Protection systems, partners, CSOs and district and block administrative bodies. Key Responsibilities • Lead end-to-end programme planning, implementation, monitoring and review across all three districts. • Ensure alignment of district interventions with Telangana State child protection priorities and programme strategy. • Strengthen community-based prevention by identifying vulnerable families and children early and supporting families to prevent separation. • Lead and strengthen transition from institutional care to safe and appropriate family-based care, including reintegration, kinship and foster care where appropriate. • Liaise closely with DCPOs, DCPUs, CWCs, JJ functionaries, District Administration and other child protection stakeholders and plan appropriate Capacity building program • Strengthen child protection mechanisms at Block and Panchayat levels, including identification, referral, prevention, community participation and convergence. • Build government ownership and facilitate effective linkages with government schemes and services. • Monitor programme quality, case management, safeguarding, risks and compliance with organizational SOPs.

	• Review data and evidence to identify gaps, emerging risks and areas requiring corrective action. • Ensure timely and quality MEL and programme reporting with analysis, learning and recommended actions. • Facilitate cross-district learning so that good practices and solutions from one district benefit the other districts.
Key Focus Area	Focused on district-level execution, government liaison, and localized implementation.
	• Community Prevention & Family Strengthening ○ Early identification of vulnerable children and families. ○ Strengthening family capacity and community support systems. ○ Linkages to government schemes and services. ○ Prevention of unnecessary family separation and institutionalization. • Transition & Family-Based Alternative Care ○ Strengthening transition planning and preparation. ○ Family reintegration and post-reintegration support. ○ Promoting appropriate family-based care options. ○ Ensuring regular follow-up and monitoring of children after transition. ○ Conducting family and Community visit. • Government Liaison & System Strengthening ○ Strong coordination with district child protection functionaries. ○ Strengthening collaboration with DCPUs, CWCs and JJ structures. ○ Taking active role to present the work during the district level convergence meeting. ○ Rapport building with social workforce team in intervention districts. ○ Strengthening Block and Village Panchayat-level child protection mechanisms. ○ Promoting Bal -Panchayat initiatives in the intervention communities and schools. ○ Promoting convergence and government ownership. ○ Convergence and Networking meetings with CSOs and key stakeholders. • Programme Quality & Evidence ○ Quality implementation and case management. ○ Regular field monitoring and follow-up. ○ Data-driven programme improvement. ○ Risk identification and mitigation.
Key Performance Indicators – KPIs	Quantitative KPIs • Number of vulnerable families and children reached through community prevention. • Number of children supported through transition/reintegration and family-based care. • Programme implementation and completion against agreed targets. • Number and quality of follow-up visits. • Number of children/families successfully linked to services across the five wellbeing domains. • Number and quality of engagements and Capacity building with District, Block and Panchayat-level stakeholders. • Progress against district work plans, budgets and timelines. Qualitative KPIs • Quality and effectiveness of family strengthening and prevention interventions. • Quality and sustainability of transition and reintegration. • Strength of government and community ownership. • Functionality of Block and Panchayat-level child protection mechanisms. • Quality of stakeholder mapping, liaison and convergence.

	• Number of quality capacity building initiatives undertaken for the social workforce team. • Quality of case management, documentation and follow-up. • Ability to identify problems early and implement effective corrective actions. • Evidence of learning and improved outcomes across the three districts.
Capacity & Skill Development	Skill Needs: Government Networking, Risk management & Program management The DPM should continuously strengthen skills in: • Government networking, liaison and negotiation • Child protection systems and Mission Vatsalya • Initiating the SFCAC and DCWPC meetings • Community mobilization and prevention • Family Strengthening and Family-Based Alternative Care • Transition and reintegration processes • Block and Panchayat-level system strengthening • Programme and operational management • Risk management and problem-solving • Data analysis, MEL and evidence-based decision-making • Team mentoring and performance management • Stakeholder mapping and partnership development • Budget and resource management Suggested Development Pathways • Child protection/public policy certification. • Training on government systems and Mission Vatsalya. • Community-based child protection and family strengthening courses. • Risk management and programme management workshops. • MEL, data analysis and evidence-based programming. • Leadership and stakeholder management development.
Strategic Focus & Future Roadmap	The DPM will contribute to a common Telangana strategy with scaled up approach focused on: Prevention: Build strong community systems to identify vulnerable families early and prevent child-family separation. Strengthen Families: Increase the capacity of families and communities to provide safe, nurturing care and access essential services. Transition: Strengthen the transition of children from institutional care to safe, stable and sustainable family-based care, with appropriate preparation and follow-up. Strengthen Systems: Develop functional child protection mechanisms from District to Block and Panchayat levels, enabling local systems to identify, respond to and prevent child protection risks. Strengthen Government Ownership: Move from programme-driven implementation towards government-led, sustainable child protection systems through strong liaison, convergence and capacity building. Use Evidence: Strengthen data, case-management and MEL systems to guide programme decisions, demonstrate outcomes and continuously improve quality. Build Sustainability: Develop partnerships with government, communities, CSR with Sustainability & resource mobilization: Expanding partnerships and donor engagement and other stakeholders to sustain and scale effective child protection and family-based care models
Overall, Role Expectation	The Telangana DPM should function as both a strong programme manager and a systems-strengthening leader—connecting Mahabubnagar, Narayanpet and Nagarkarnool through a common strategy, while ensuring that community prevention, family strengthening, transition to

	family-based care and child protection systems are strengthened from the District to the Block and Panchayat levels.
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Qualifications, Competencies & Experience

- Postgraduate degree in Social Work, Development Studies, Public Policy, Rural Development, or related field.
- Graduate degree with significant relevant experience may also be considered.
- 5–7 years of relevant experience in program implementation, community engagement, or social development, preferably in the child protection.
- Demonstrated experience working with government stakeholders at district/state level.
- Strong understanding of local demographics, culture, and socio-economic context to effectively engage with communities and stakeholders
- Proficiency in English and fluency in Telugu (spoken and written) is mandatory to effectively engage with local stakeholders and communities.

Child Safeguarding Policy

Any employee, consultant, contractor or the supplier undertaking an activity on behalf of Miracle Foundation India must sign and comply with the Miracle Foundation's India Child Safeguarding Policy which is a statement of Miracle Foundation's India commitment to preventing abuse and protecting children with whom it comes into contact.

This extends not only to children with whom Miracle Foundation India and its partners work directly with, but also includes children whom staff are responsible for. Miracle Foundation India believes that the situation of children must be improved through the promotion of their rights supported and demonstrated by all members of staff. Miracle Foundation's India Code of Conduct sets out the standards to which all staff members must adhere.

PSEAH (Policy on Prevention of Sexual Exploitation, Abuse and Harassment)

Any individual associated with Miracle Foundation India, including employees, consultants, interns, volunteers, contractors, and suppliers engaged in activities on behalf of the organization, is required to sign and adhere to the Prevention of Sexual Exploitation, Abuse, and Harassment Policy (PSEAH). This policy mirrors Miracle Foundation India's unwavering commitment to preventing any form of exploitation, abuse, or harassment and ensuring the safety and well-being of all individuals with whom the organization interacts.

This commitment extends beyond direct beneficiaries to encompass anyone for whom Miracle Foundation India and its partners assume responsibility. Upholding the belief that the circumstances of individuals, especially vulnerable populations such as children, must be enhanced through the promotion of their rights, Miracle Foundation India mandates compliance with the Prevention of Sexual Exploitation, Abuse, and Harassment Policy as an integral component of its overarching Code of Conduct. The Code of Conduct establishes the ethical standards and behavioural expectations to which every staff member must strictly adhere, thereby fostering a secure and respectful environment for all.

Additional Information

Ethics & Integrity: Ethics and integrity are core to our organizational culture and are embedded in our daily operations, decision-making, and annual performance evaluations.

Background Verification: Please note that background and reference checks are standard procedures in our hiring process.

Data Privacy: By submitting your application and resume, you acknowledge and consent to the collection and processing of your personal data solely for recruitment purposes, in accordance with the provisions of the Digital Personal Data Protection Act, 2023

Diversity & Inclusion: We are an equal opportunity employer and are committed to building a diverse and inclusive workplace. Individuals of all genders, backgrounds, abilities, and identities are encouraged to apply.

Application Process

Interested candidates can submit their resume and a brief cover letter outlining motivation and suitability for the role to hr@miraclefoundation.org.

For more information about our work and impact, please visit our website <https://miraclefoundationindia.in/>

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