

Job Announcement: Creche Supervisor – Creche Initiative

Organization: Youth for Social Development (YSD)

Location: Padmapur Block, Rayagada District, Odisha

Employment Type: Full-time | On-site

Reporting to: Cluster Coordinator

About Youth for Social Development (YSD)

Youth for Social Development (YSD) is a development organization working with duty bearers and rights holders to enhance the quality of life of marginalized rural and urban communities in Odisha. YSD works across sectors including child rights, health, education, nutrition, governance, water and sanitation, climate resilience, youth empowerment, and sustainable livelihoods. Through research, advocacy, community mobilization, and institutional strengthening, YSD promotes equitable access to services and opportunities for vulnerable populations.

Position Overview

YSD is seeking committed, energetic, and community-oriented **Creche Supervisors** for the Creche Initiative in Padmapur Block, Rayagada District, Odisha.

The Creche Supervisor will be responsible for supporting the establishment and day-to-day functioning of community-based creches, mentoring caregivers, engaging with communities, monitoring child development outcomes, maintaining records, and ensuring quality implementation of program activities. The position requires regular field visits, community engagement, and close coordination with caregivers, frontline workers, and community institutions.

Key Responsibilities

A. Pre-Setup and Setup Phase

- Identify villages for intervention based on available data and project priorities.
- Conduct village visits and engage with PRI members, Anganwadi Workers, ASHAs, and community members.
- Facilitate community meetings, Gram Sabhas, and awareness sessions on the Creche Initiative.
- Support caregiver selection and community mobilization processes.
- Identify suitable spaces for creche centers and support child line-listing activities.
- Mobilize community participation in preparing and improving creche spaces.
- Coordinate with project team members for infrastructure, logistics, and operational support.

- Ensure creche centers are equipped with necessary materials and facilities before operations begin.
- Participate in caregiver pre-service training and project orientation programs.

B. Operational Phase

- Support enrolment, growth measurement, and profiling of children within the initial phase of creche operations.
- Provide regular handholding, mentoring, and supportive supervision to caregivers.
- Demonstrate caregiving, nutrition, hygiene, and early stimulation practices at creche centers.
- Maintain and update required records, registers, and digital applications.
- Conduct child growth measurements as per prescribed protocols and ensure timely data entry.
- Use digital applications and data insights for planning and monitoring interventions.
- Conduct regular home visits and follow up on child health, nutrition, attendance, and well-being.
- Document observations and use findings for caregiver support and capacity building.
- Facilitate and participate in Community Management Committee (CMC) meetings, Gram Sabhas, and community engagement activities.
- Attend Village Health, Sanitation and Nutrition Day (VHSND) sessions and support referrals.
- Identify children with severe health conditions, malnutrition, or developmental concerns and facilitate referrals.
- Ensure proper maintenance, calibration, and use of anthropometric equipment.
- Maintain attendance registers, child records, stock registers, cashbooks, visitor registers, and other project documentation.
- Support regular monitoring, reporting, and quality assurance processes.

Qualifications, Experience & Skills

Educational Qualification

- Graduate in any discipline.
- Basic knowledge of computer applications, MS Office, and mobile-based applications.

Professional Experience

- Minimum **2–3 years of experience** in community-based programs, preferably in child development, health, nutrition, early childhood care, women and child development, or related social development sectors.
- Experience working with rural and tribal communities will be preferred.

Skills & Competencies

- Strong community mobilization and facilitation skills.
- Good documentation and record-keeping abilities.
- Ability to mentor and support caregivers and community volunteers.
- Basic data collection and reporting skills.
- Strong communication and interpersonal skills.

- Willingness to travel extensively within the project area.

Other Considerations

- Candidates from Padmapur Block, Rayagada District, or nearby areas will be given preference.
- Working proficiency in the local language and basic English is essential.
- Commitment to child rights, community participation, and inclusive development.

Remuneration & Benefits

- Competitive salary with PF and statutory benefits.
- Travel support, learning opportunities, and a positive work environment.

How to Apply

Interested candidates are requested to complete the Google Application Form using the link provided below and upload their updated CV as part of the application process.

Application Form Link: <https://forms.gle/Ak6AtkyxiH4T8qJN7>

Last Date for Application : **15 June, 2026**

Only shortlisted candidates will be contacted for the next stage of the selection process. Please do not send applications via email or make phone inquiries regarding the status of your application.

Expected Date of Joining: Immediate, preferably on or before **1 July 2026**.

Join Youth for Social Development YSD

Become part of a passionate team dedicated to strengthening early childhood care, nutrition, and development outcomes for vulnerable children and families across Odisha. At YSD, you will have the opportunity to lead meaningful change and contribute to sustainable community development.