

Aajeevika Bureau

Position: Programme Manager – Legal Programmes & Partnerships

Location: Udaipur, Rajasthan

Last date to apply: 31 August 2026

About Aajeevika Bureau

Aajeevika Bureau is a labour rights and services organisations working with informal and migrant workers and their families across Rajasthan, Gujarat, and Maharashtra. Our work spans wages, migration, social security, occupational safety, and access to justice.

Through its LEAD Cell (Legal Education and Aid for Development), Aajeevika Bureau provides legal assistance to workers facing wage theft, workplace injuries, bonded labour, unfair contracts, and unsafe working conditions. LEAD also runs Labour Line, a national helpline that responds to and resolves thousands of labour-related cases every year.

About the Role

We are seeking a *Programme Manager – Legal Programmes & Partnerships* to lead and strengthen Aajeevika's legal aid and labour justice programmes across western India.

This role is suited for someone who is passionate about designing, managing, and scaling programmes, working closely with field teams and partners, and translating legal support into measurable outcomes for workers. The role primarily focuses on programme leadership, coordination, legal knowledge and partnerships.

Key Responsibilities

Programme Design & Management

- Plan, implement, and monitor legal aid and legal education programmes under the LEAD Cell.
- Ensure timely delivery of programme goals, budgets, and outputs across multiple locations.
- Strengthen systems for tracking cases, outcomes, learning, and impact.

Partnerships & Expansion

- Build and manage partnerships with workers' collectives, lawyers, legal services authorities, law schools, employers, and civil society organisations.
- Identify new geographies and sectors for expanding access to legal aid.
- Support the design of collaborative models such as legal fellowships, para-legal programmes, and institutional tie-ups.

Team Coordination & Capacity Building

- Work closely with legal executives, field teams, and para-legal workers across centres.
- Support capacity building of staff and partners through training and mentoring.
- Facilitate coordination between legal teams and other programme verticals within Aajeevika Bureau.

Research, Learning & Advocacy

- Guide documentation, research, and publications on labour justice and legal systems.
- Use programme learnings to inform advocacy, policy engagement, and external communication.
- Represent Aajeevika Bureau in networks, forums, and policy discussions related to labour justice.

Who Should Apply

- Professionals with a minimum **7 years experience** in programme management within legal aid, labour rights, human rights space.
- A background in **law (LLB/LLM)** is highly preferred, but candidates with strong programme management experience in legal or rights-based work will also be considered.
- Demonstrated experience in managing multi-location programmes and partnerships.
- Strong organisational, coordination, and team building skills.
- Fluency in **English and Hindi** (spoken and written).
- Willingness to travel regularly across programme locations.
- Experience working in **Rajasthan and/or Gujarat** is an advantage.

Remuneration

Compensation will be based on the candidate's skills and experience and will be in accordance with the organization's salary standards and norms.

How to Apply

Interested candidates should send: A resume and a covering letter outlining their programme management experience and interest in labour justice. Applications without a covering letter will not be considered.

Email applications to jobs@ajeevika.org with the subject line: **Udaipur_LEAD_Programme Manager**