

CBM India Trust

Position Profile

CBM India Trust is committed to improving the quality of life of people with disabilities. CBM India addresses disability as a cause and consequence of poverty in the most disadvantaged communities of the world. We work in partnership with local, national, and international actors with the aim of creating a more equal society for all. Our vision is to have an inclusive world in which all people with disabilities enjoy their human rights and achieve their full potential.

Position: Speech-cum-Occupational Therapist - Consultant

Location: Bodeli (Gujarat)

Reporting to: Project Manager

Objective:

The consultant to provide high-quality, center-based speech and occupational therapy services for children with disabilities through structured individual and group sessions. The role involves conducting assessments, developing individualized therapy plans, engaging caregivers for home-based support, and maintaining accurate documentation. Collaboration with educators and community workers, active participation in awareness and review meetings, and periodic travel to outreach centers are integral to ensuring holistic care and promoting community inclusion.

Responsibilities:

Service Details:

- Conduct group and individual therapy sessions (Offline – 3 days/week, 12 sessions/month).
- Minimum 6 hours per day session at center (excluding travel time).
- Session needs to be planed from Monday to Friday during office hours
- Sessions need to be conducted as per requirement (one/two centres a day)

1. Speech Therapy

- Conduct speech and language assessments for children with disabilities.
- Develop and implement individualized treatment plans.
- Conduct group therapy sessions
- Guide and train caregivers and parents on home-based exercises and follow-up care.
- Maintain detailed documentation, including:
 - Initial assessments and treatment goals
 - Progress report (quarterly, 6-month reports)
 - Session records and milestone tracking

- Session logs and Monthly Monitoring Reports (MMR)
- Collaborate with special educators, and community workers.
- Participate in awareness sessions, case reviews, and team meetings.
- Ensure data accuracy and reporting integrity.
 - Travel to therapy centers and outreach locations as needed.

2. Occupational Therapist

- Conduct functional and developmental assessments of children with disabilities.
- Prepare and implement individualized therapy plans focused on motor, sensory, cognitive, and self-care skills.
- Conduct group and individual therapy sessions
- Train and guide parents and caregivers for home-based therapy practices.
- Work closely with special educators, and other professionals to provide holistic care.
- Maintain complete and accurate documentation, including:
 - Baseline and follow-up assessment reports
 - Individual therapy plans and progress reports
 - 3- and 6-month progress reports
 - Session logs and Monthly Monitoring Reports (MMR)
- Conduct awareness programs, training sessions, and contribute to building community inclusion.
- Ensure timely and accurate data reporting.

Educational and Professional profile

Education: Graduation & Above

Bachelor's or Master's Degree in **Speech-Language Pathology** or equivalent.

Bachelor's or Master's Degree in **Occupational Therapy** from a recognized institution.

Skills

- Patience and empathy with children
- Good listening and observation skills
- Clear communication (with children, parents, and teams)
- Cultural sensitivity, especially in rural or low-resource settings
- Strong communication skills in **Gujarati / Hindi**; basic English preferred.
- Willingness to travel to **community centers**
- Willing to accommodate Donor visit or National office monitoring visit

Other requirements

- The future job holder adheres to CBM India Policies and procedures, commits to CBM India's Child Safeguarding Policy and Code of Conduct, and follows CBM India's safety & security protocols.



CBM India encourages persons with disabilities and women to explore this important opportunity. Share your profiles to jobs@cbmindia.org.