

Academic Coordinator (Hindi)- Rajasthan

Background:

Sterlite EdIndia Foundation (EdIndia) is a non-profit organization with the aim to enhance the quality of education in India. We empower teachers, administrators, and communities to enhance the classroom learning experience by leveraging technology and data analytics. Our strong understanding of grassroots challenges helps us in designing innovative tools, solutions, and frameworks to improve the educational landscape in the country. It has been provided incubation support by Sterlite Power Transmission Limited and its group companies.

Our Vision: Every child in the country has access to quality education.

Our Mission: To engage with educational ecosystem - teachers, future teachers, administrators, and community- with tech innovations, content, skills, and analytics to provide quality learning experience to children

We realize our vision and mission through the following key initiatives:

1. **Teacher Education Program:** Preparing teachers of the future by building the capacity of pre-service and in-service teachers
2. **Data Analytics Support Program:** Driving a culture of data-driven decision-making in the public education system
3. **Community Empowerment Program:** Empowering the parents and communities to become active stakeholders in their children's learning journey

We are currently present in six states of India- Maharashtra, Rajasthan, Chhattisgarh, Tripura, Uttarakhand, and Arunachal Pradesh.

As part of its aggressive scale-up plans, EdIndia is expanding its team and is seeking to recruit an Academic Coordinator who will be based in Jaipur and will work closely with the State Head and the Academic Team of EdIndia.

Key Responsibilities:

It is a full-time long-term Consultant role with probation for an initial period of 6 months. S/he will be responsible for all types of academic work requirements.

- Ensure to fulfill all the content requirements of different programs and projects under EdIndia
- Develop content for teachers and students for various e-platforms
- Design, develop, and execute workshops, webinars, and training for teachers
- Independently manage end-to-end project updates and partner communication across the various levels of the organization
- The Academic Coordinator will work closely with leadership and operational heads as well as key stakeholders within government and partners

- The Academic Coordinator will report to the Academic Lead and work along with other members of the academic team.

The Academic Coordinator will also work closely with the different Program and Vertical Leads within the organization, Project Partners for M&E, Content, and others to ensure development of quality content, operationalization of a robust M&E system for the project, ensuring high-quality measurement of project outputs and intermediate outcomes

You could be a good match if you possess:

- Proficiency in Hindi
- Strong conceptual and pedagogical understanding of learning and teaching
- Rich experience in classroom teaching, teacher-training, and content development preferably in Govt. school education system (at least up to the secondary level)
- Passion for bringing change in the professional experience of teachers and by default in the learning experiences of students
- Experience in developing simple and effective pedagogical ideas and activities
- Experience in designing and developing digital learning experiences and courses.
- The penchant to develop innovative ways to improve delivery, optimize costs, improve strategy and engagement, assess problem situations, and make recommendations and/or resolve the problem
- Aptitude for building collaborative relationships, working cooperatively and effectively with others in a non-hierarchical setting to achieve goals, resolving problems and making decisions that enhance Project Delivery, and managing complexity and driving for the result
- Passion for achieving quality result, setting priorities, developing a work schedule, monitoring progress towards goals, and tracking details/data/information/activities
- Skill to manage and carry out relations within the working group and across the partners with tact and diplomacy

Qualifications & Experience:

- Master's in Hindi from a reputed university/college
- Successful track record in the field of academics and content development
- Minimum 3-5 years of experience in at least one of the following: Academic content, Pedagogy, Training
- Minimum 2 to 3 years of teaching experience

No. of Position(s): 1

- **Location:** Jaipur, Rajasthan.