

Assistant Manager- Research

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 scale-up plans, EdIndia has created various new positions and is seeking to recruit an Assistant Manager- Research. The Assistant Manager will be based in Mumbai and will work closely with the **Lead - Monitoring & Evaluation**.

You will play a key role in conducting research projects that support the Foundation's mission of improving educational quality across India. This position requires a strong foundation in research methodologies, data analysis, and the ability to translate insights into actionable recommendations.

Responsibilities:

- Conduct research projects as assigned, utilizing internal and external data sources to explore topics including:
 - Student learning outcomes
 - Teacher training needs
 - Educational intervention effectiveness
 - EdTech market trends
- Develop and implement research plans using appropriate methodologies (surveys, interviews, focus groups, etc.)

- Clean, analyze, and interpret quantitative and qualitative data using statistical software.
- Present research findings and recommendations clearly and concisely in reports and presentations.
- Stay current on research trends and best practices in education research.
- Assist with developing and implementing research tools and processes.
- Support the Lead- M&E with other research-related tasks as needed.
- Commission and coordinate with research agencies for third-party evaluation.

Qualifications:

- Master's degree in Education Research, Social Sciences, or a related field (prior experience in education research is a plus).
- 2 to 4 years of experience conducting research, preferably in the education sector.
- Strong analytical and problem-solving skills.
- Excellent written and verbal communication skills.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint) and data analysis software (e.g., SPSS, R).
- Ability to work independently and manage multiple projects simultaneously.
- Strong attention to detail and accuracy.
- Excellent time management skills.
- Experience in Project Management
- Vendor Management
- Broad Knowledge of Research Methods
- Experience with Grant Proposals (if applicable)

Desired Skills:

- Experience with online research tools and methodologies.
- Experience working in the non-profit sector (a plus).
- Strong understanding of educational trends and issues in India.

Benefits:

- Competitive Benefits Package,
- Health Insurance Reimbursement,
- Paid Time Off
- Opportunities for Networking and Professional Development
- Flexible working hours

Location: Mumbai, Maharashtra.

To Apply: Kindly share your CVs to hr@edindia.org.in