



Position: Program Manager (Data Analyst), Research and Monitoring & Evaluation

Location: Delhi

Founded in 2012, Central Square Foundation is a non-profit philanthropic foundation working with the vision of ensuring quality school education for all children in India. We are driven by our mission to transform the school education system with a focus on improving the learning outcomes of children, especially from low-income communities.

We believe that effective foundational learning is essential for better learning outcomes of all children in school. Development of foundational literacy and numeracy skills by Class 3 can help children progress to higher levels of learning which is an essential building block for creating equal access to opportunities needed for leading a better life.

In order to achieve this, we partner with individuals and social impact organizations to bring innovative solutions in education, as well as work with the government to drive systemic impact. We also collaborate with the ecosystem to leverage knowledge and create proven tools around critical issues such as early learning, technology in education, classroom instruction methods and governance.

CSF's team members bring a deep sense of commitment and passion towards our collective vision that every child deserves quality education. We strive for excellence in everything we do and collaborate to create an impact as we move closer to achieving our mission. We encourage an entrepreneurial outlook that evokes new and bold ideas along with taking smart risks. CSF provides a dynamic, learning and positive environment that is driven by our strong sense of values.

Position Summary

The Research and Monitoring & Evaluation (M&E) team provides evaluation support for various programs within CSF. The team engages with internal teams, and external research agencies and academics to design evaluation studies. The team commissions fit-to-purpose studies that are relevant for programmatic work, as well as for advancing knowledge regarding different aspects (from pedagogy to technology to system actors) that is required for improving educational outcomes in India. The team will be applying new evaluation designs, and innovative data collection methods. The team will also collaborate with ecosystem stakeholders to determine suitable research agenda on education system in India.

The Program Manager, Research and M&E will be required to work with different secondary datasets, as well as primary data that gets collected from CSF's programs. The role will also require working with government counterparts to understand their existing M&E systems and identify data that exists and additional data that might be required. The role will report to the Senior Program Manager, Research and M&E.

Key responsibilities include, but are not limited to

- Conduct data analysis of different program data, primary and secondary data
- Create databases combining data from different sources and platforms
- Work with teams to understand data requirements and accordingly develop data-based solutions (for internal and external stakeholders)
- Apply latest research theories to practice, apply innovative data collection and analysis methods
- Identify / build relationships with key research and M&E partners, and work closely with them to manage CSF's research projects
- Ensure timely implementation of research projects with a strong focus on execution and quality assurance - including data validity checks, analysis / interpretation and editorial support
- Draft documents (research summaries, briefs recommendations, vision documents) for external stakeholders
- Conduct a literature review around CSFs issue areas, synthesizing key trends and working with teams to identify new hypotheses and research questions

Required Qualifications, Skills and Abilities

- Graduate or Post Graduate degree from a reputed institute – prefer training in Science or Economics or Development studies (with quant focus)
- At least 2-5 years of experience performing statistical analysis
- Extensive experience with a statistical analysis package such as R, Python (pandas, scikitlearn), or Stata. Preferred experience of programming in Python
- Experience with data visualization, and in building dashboards
- Experience with an open source web development stack preferred
- Experience working with a cloud database service such as AWS
- Understanding of research project design and processes
- Advanced writing and presentation skills (ability to communicate complex ideas in a meaningful way), and ability to manage projects
- Ability to build and maintain positive and collaborative relationships both within and outside the organization
- Ability to work independently and proactively, without support staff and with little supervision
- Strong planning and organizational skills, and an ability to be able to set priorities, plan timelines and meet deadlines

Desired Qualities

- Entrepreneurial spirit and 'can-do' attitude
- Operating style suited to working in a small-organization setting, where teamwork and resourcefulness are highly valued
- Excellent leadership and administrative skills, including ability to manage multiple projects at a time

Compensation

Remuneration will be competitive with Indian philanthropy pay scales and will depend upon the candidate's experience levels.

Apply

Interested candidates can click on the [Application Form](#) and fill the required details in the form.