



Position: Program Manager/Team Lead, Research, Monitoring & Evaluation team
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 for 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/Team Lead, Research and M&E will be responsible for working with various teams at CSF to develop and manage the organization's research initiatives. The role will report to the Senior Program Manager, Research and M&E.

Key responsibilities include, but are not limited to

- Supervise 2-3 projects – which require deep dives into subject matter for supporting research and evaluation functions
- Collaborate with internal teams at CSF to understand their research requirements, and facilitate commissioning of relevant studies
- Apply latest research theories to practice, apply innovative data collection and analysis methods
- Manage research partners and research agencies – through all phases of conceptualizing, designing a study to its eventual implementation, data collection and analysis
- Maintain relationship with partner academic institutions and research organizations
- Conduct literature reviews, draft concept notes for potential research studies, identify relevant stakeholders and data sets
- Ensure quality of data during data collection and assisting with data cleaning
- Supervise data analysis, and questionnaire design
- Identify and collect useful administrative data

Required Qualifications, Skills and Abilities

- Master's Degree (or higher) in Education, Economics, Finance, Business, Development Studies, or related field is mandatory. Well-qualified Bachelor's candidates with significant related work experience will also be considered
- At least 4 to 8 years of management and/or research experience in doing research in a national/international development context (or related fields) or in academic research settings
- Strong analytical skills with a good understanding of quantitative and qualitative research methods
- Demonstrated experience in data analysis, should have knowledge of different evaluation techniques
- Experience in monitoring and evaluation, or participating in impact evaluation studies
- Ability to lead meetings, deliver presentations
- Ability to work independently and proactively, without support staff and with little supervision
- Strong written and verbal communication skills, strong presentation skills
- Strong project management skills, and an ability to be able to set priorities, plan timelines and meet deadlines; can maintain an organized and structured work style in a fast-paced environment.
- Flexibility and ability to deal with uncertainty; adaptability to project needs and schedules

- Open to travel to various places in India
- Strong interpersonal skills, and ability to interact with a wide range of individuals ranging from international donors to tech solution providers, to government agencies, and academia

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 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.