

Position: Program Manager, State Reform

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

CSF has adopted a system reform approach, with quality pedagogy at the center of it. We partner with state governments to design and scale effective foundational programs through a process of demonstration and consistent iteration. While many programs exist today, the foundation's effort is to work with the state to implement a foundational program that is scalable, cost-effective and effective.

The Program Manager would support Director – State Reform ensuring seamless collaboration among coalition partners, strong coordination with the Government and other critical stakeholders, effective team management and high-quality program design and delivery.

The role will report to the Director, State Reform.

Key responsibilities include, but are not limited to:

- Support Director – State Reform in the development of a strategic plan/framework for the State reform programs, and the associated operating plan
- Manage key organizational processes for executing CSF's State reform strategy
- Supporting Director – State Reform by researching and synthesizing the latest findings on state reform efforts

- Driving operational support and providing strategic inputs on projects

Required Qualifications, Skills and Abilities

- Bachelor's or equivalent degree required
- 2 to 5 years of work experience with track record of high achievement.
- High analytical, synthesis and problem-solving abilities.
- Good research, writing, presentation and communication skills
- Great project management skills, including ability to manage multiple projects in a crunched time frame
- Strong in Microsoft Office – Excel, PowerPoint and Word

Desired Qualities

- Deep intellectual curiosity, entrepreneurial spirit and 'can-do' attitude
- Operating style suited to working in a small-organization setting, where teamwork and resourcefulness are highly valued
- Hard working and interested towards building an exceptional 'system change' organization

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.