

Senior Program Manager, State Reform

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.

Role Summary

Our State projects are aimed at working with the Education Department to bring reform by system led, large-scale, projects with the goal of improving student learning outcomes. When we engage with a State, we conduct a thorough diagnostic exercise to identify and prioritize the critical interventions necessary for achieving foundational literacy and numeracy (FLN). Our team supports the State on design and implement an integrated program which encompasses multiple critical aspects of reform ranging from building effective pedagogy to all the way through working with state to build salience and necessary state capacity to deliver the FLN at scale, while also strengthening governance and other key enablers that are critical for reform.

CSF is looking for a Senior Program Manager to lead and drive the CSF engagement in a state under the guidance of the Director. S/he will be ultimately responsible for the success of the FLN reform in a state by 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 requires regular interaction with senior government officials, national and international researchers, agencies and have a macro-overview of the entire State machinery.

CSF's state reform team is also deeply engaged, advised and mentored by renowned experts like Luis Crouch (Chief Technical Officer, RTI International), Dhir Jhingran (Founder-Director of the Language and Learning Foundation and a former IAS officer) and Yamini Aiyar (President, Centre for Policy Research) to sharpen our approach and create public goods out of our work around FLN reform. The Senior Program Manager, State Reform will be expected to deepen engagements with existing experts and build partnerships with other leading government stakeholders.

S/he will join a high caliber leadership team with a collective experience of over 100 years working in both corporate and development sector organizations like BCG, IFMR, J-PAL, NITI Aayog, and National Skill Development Corporation.

The role reports to the Director, State Reform.

Roles and Responsibilities

The role will largely involve leading the reform agendas in the state, particularly on Outcome Measurement, Performance Management and Strategic Budgeting. The incumbent will work closely with the CSF leadership and the State Reform Director to understand the intellectual vision behind the proposed reforms and drive the implementation.

Key responsibilities include, but are not limited to:

- **Design and Execute State Reform agenda:**
 - Support in conceptualizing and leading the state reform strategy and programs, in line with CSFs overall strategy
 - Prepare strategic roadmaps and implementation plans with goals and milestones.
 - Set-up project management processes and guidelines and ensure that all activities are driving towards the defined goals.
 - Lead the planning and design of all activities required for the diagnostic, analyze the findings and design the roadmap in collaboration with Education Department.
 - Oversee implementation of the program on the ground including managing teams placed at district/block

- **Build Partnerships with State Government Stakeholders**
 - Develop and manage relationships with key senior public officials, influencers and policy makers at the state levels and track state team initiatives at the state level
 - Support the State Government to design, implement, monitor and track the initiatives planned
 - Manage day to day operations and liaise with the state to ensure the required buy-in, inputs, permissions and resources are made available.



- **Engage with Partners:**
 - Facilitate conversations, setup and manage partnerships to leverage the best support for the State government
 - Drive coordination and alignment between the different partners (NGOs, experts etc.).
 - Onboard and manage other vendors and partners as required.
- **Lead and Manage Teams:**
 - Lead and manage a high-quality team and effectively break down workstreams and ensure high outcome-orientation.
 - Ensure alignment between the foundation's state teams work and overall strategy
 - Actively build internal capabilities and support team members by sharing learnings, providing feedback, and ensuring their training and development.

Required Qualifications, Skills and Abilities

- Master's degree or equivalent in relevant fields, including management, education, or public policy
- 10 to 12 years of work experience with 3 to 5 years of experience having managerial responsibilities, demonstrating superb project delivery and team leadership
- Strong project management and organizational skills, and an ability to be able to set priorities, plan timelines and meet deadlines.
- Experience in growing and managing team members
- Excellent problem-solving and strategic thinking skills, ability to understand complex research data and draw inferences to craft possible solutions and recommend actions
- Excellent writing and presentation skills (ability to communicate complex ideas in a meaningful way),
- Ability to work independently and proactively, without support staff and with little supervision
- Prior exposure to either education sector, public sector, development sector, or consulting is desirable.
- Excellent networking and relationship-building skills and the ability to interact with stakeholders, both public and private players.

Personal Characteristics and Desired Qualities

- Ability to build and maintain positive and collaborative relationships both within and outside the organization, including with government stakeholders, partners, colleagues and team members
- Ability to effectively handle multiple tasks/ projects at once and able to prioritize as required



- Displays openness to feedback and revises course of action accordingly to arrive at the best solution for all stakeholders involved
- Ability and willingness to learn from experience and apply that learning to perform successfully in new situations
- Ability to control and manage complex situations and expectations that may be arise from various external stakeholders
- High ability to collaborate and actively listen, understand and value team members' views.
- Operating style suited to working in a small-organization setting, where teamwork and resourcefulness are highly valued.

Location

This role will be based out of Delhi.

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.