Position: Academic Lead, Haryana FLN Reform
Location: Gurgaon

Founded in 2012, Central Square Foundation (CSF) is a non-profit philanthropic foundation working on 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 learning outcomes of children, especially from low-income communities.

We believe that ensuring Universal, Early, Conceptual and Procedural Mastery of Foundational Skills is absolutely essential for the overall success of the education system. 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 collaborate with the ecosystem to leverage knowledge, build evidence and create proven tools around critical issues such as early learning, EdTech, classroom instruction methods and governance.

We also support exceptional social entrepreneurs with powerful ideas, undertake application-oriented research, provide a platform for sharing of innovation, and collaborate with other stakeholders in the ecosystem to find policy solutions - all towards enabling sustained change in India’s educational system.

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 team works in collaboration with State Education Departments to bring reform by implementing large-scale system-led projects with the goal of improving student learning outcomes. Our team supports the State to design and implement an integrated program which encompasses multiple critical aspects of a reform process ranging from building effective classroom pedagogy to working with the state to build salience and necessary state capacity to deliver FLN at scale, while also strengthening governance and other key enablers that are critical for the reform. CSF has partnered with the Education Department of Haryana on a long-term engagement for system reform and is setting up a Project Management Unit (PMU) to deliver it.
The position will be based out of Gurgaon at state SCERT for the duration of the project (a minimum of 2 years until planned exit from State). The role reports to the Senior Program Manager, State Reform.

Key responsibilities include, but are not limited to

- **Lead coherent instructional design and material development**
  - Provide support to academic leads in Haryana in developing a coherent instructional design for literacy and numeracy in the state
  - Provide technical support to state academic team in developing the plan for continuous professional development of State Academic Core Group (SACG) and Master Trainers on FLN
  - Work closely with SCERT, Director of School Education, HSSPP and DIET authorities for their support in material development, workshops, assessments and monitoring
  - Coordinate with relevant state authorities to plan workshops, facilitation modules, workshop materials, etc. for professional development of teachers on program design and activities

- **Drive collaborations with program partners and manage program implementation**
  - Manage program timelines and deliverables for effective implementation, creating timely and high-quality outputs and continuously resolving bottlenecks
  - Oversee program quality implementation in the field including teacher training, classroom implementation and academic support programs through field visits and classroom observations
  - Provide support to state academic team on developing strategies for capacity building of SRGs, DRGS, ABRCs, and BRPs to ensure effective onsite support to the teachers

- **Other activities**
  - Conduct school observations to oversee program implementation
  - Document best practices, case studies and success stories from the field to share with donors, partners and governments
  - Represent CSF and LLF in meetings and workshops invited by government, SCERT, Director of School Education, HSSPP, DIETs and other organization

**Required Qualifications, Skills and Abilities:**

- **Passion to make a scaled impact in education** and belief in the possibility of foundational
learning for all children

- **Strong academic background** from a reputed institute with in-depth understanding of evidence-based principles of early grade literacy, numeracy and child development

- **8 to 10 years of hands-on education program management experience**, with hands-on exposure to
  - Designing instructional resources including training modules, teaching manuals, learning materials (including textbooks, workbooks, and assessments)
  - Implementing large-scale learning improvement programs including conducting capacity building workshops, classroom-based coaching and academic support

- **Excellent communication, relationship-building and influencing skills:**
  - Ability to communicate complex ideas in a meaningful way through writing, conversations and presentations
  - Strong Hindi language academic speaking, writing and editing skills; working proficiency of English
  - Excellent networking and relationship-building skills and the ability to interact with stakeholders, including senior State officials

- **Strong project management skills:**
  - Ability to be able to set priorities and plan timelines
  - Enable and hold the team accountable for deliverables
  - Resolve bottlenecks and meet deadlines.

- **Ability to work independently** and proactively, without support staff and with little supervision

- **Prior exposure** to the public education system, development sector, and/or consulting/capacity-building is desirable.

**Desired Qualities**
- Hardworking, determined and action-biased
- Mission Driven, optimistic and enthusiastic - must believe in achieving transformational change
- Ability to effectively handle multiple tasks at once and able to prioritize as required
- 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, give/receive constructive feedback.
- Willingness to travel extensively to remote locations to oversee project implementation in schools

**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.