

Job Description: Human Resources (HR) Head

Nature of employment: Full-time

Reporting to: Chief of Staff

Location: New Delhi, Delhi

About Peepul

Peepul is an education-focused non-profit organisation committed to transforming India's education system and enabling every child to reach their full potential. We work closely with national, state, and local governments to transform government schools and government systems. Currently, we work with governments in Delhi and Madhya Pradesh to meaningfully have an impact across ~325,000 teachers and 9.75 million+ students across 100,000+ schools.

At Peepul, we collaborate with school systems to build the capacity of leaders, teachers, and institutions. We advocate for policy improvements, support mentoring and monitoring, and enhance student-teacher engagement in classrooms. Our work has been recognised internationally, including receiving the Commonwealth Education Awards for Innovation and being featured in reports by respected organisations like the UN and the National Ministry of Education, India, and we are well-funded by both Indian CSR and prominent international Foundations working toward a common purpose of excellent education for the most disadvantaged sections of society.

Driven by our core values of impact, excellence, and leadership, we are a restless, resilient, and reflective organisations. Our team of 200+ employees is passionate about creating lasting change and is rewarded competitively for their dedication. Join us in our mission to create a world where every child has equal access to high-quality education. Learn more about our transformative work at <http://peepulindia.org>.

About the role

We are looking for an experienced professional to lead our Human Resources function, enhance and evolve our organisational culture, and amplify our growth trajectory. The **HR Head** role is an incredible opportunity to build upon our existing HR systems, refine our practices, and elevate our strategic capabilities.

This is an exciting opportunity for an individual who wants to lead the end-to-end accountability for people strategy, talent acquisition and management, learning and development, organisational effectiveness, and employee engagement.

Key Responsibilities (including but not limited to):

- **Strategic HR Leadership:** Develop and execute a comprehensive HR strategy that

integrates seamlessly with the organisation's long-term vision and goals.

- **Talent Management:** Spearhead the full spectrum of talent acquisition and management processes to attract, retain, and develop top talent, ensuring Peepul is recognised as a premier employer.
- **Culture and Engagement:** Foster a dynamic workplace culture that promotes engagement, productivity, and employee satisfaction. Drive initiatives that instil our core values across all levels of the organisation.
- **Learning and Development:** Design and implement impactful learning and development initiatives that equip our team with the necessary skills and knowledge to excel in their roles.
- **Performance Management:** Develop a robust performance evaluation framework that motivates and supports high performance, aligns with our strategic objectives, and facilitates career growth and development.
- **Team Health and Well-being:** Promote the health and well-being of our team by developing and implementing initiatives that promote mental health, work-life balance, and a supportive work environment.
- **Diversity, Equity, and Inclusion (DEI):** Promote DEI initiatives to build a diverse workplace and inclusive environment where all employees feel valued and can thrive.
- **HR Operations and Compliance:** Oversee all HR operations, ensuring compliance with legal and regulatory requirements and implementing best practices in HR management.

Qualifications and Role Requirements:

At Peepul, we seek talented professionals passionate about driving educational transformation and making a positive impact. We are looking for individuals who possess the following qualifications and meet the role requirements:

- **Educational Background:** Master's degree in business administration, Human Resources or related discipline.
- **Work Experience:** We value both professional and personal experience. Candidates with 10-15 years of Human Resources work experience in the development sector or otherwise,
- Proven track record of developing and implementing HR strategies. Strong leadership skills with the ability to act as both a strategic and operational leader.
- **Other Skills:** Excellent problem-solving skills and great at prioritising the most important tasks. Knowledge of MS Office and organisational software and tools, including MS Team, Outlook, OneDrive, etc.
- **Language Proficiency:** English and Hindi

How to apply

To apply for a position, click on the application link [here](#).

You will be required to upload:

- **Your CV:** Please ensure that your CV provides relevant information about your professional and personal experience and details of your academic qualifications. CVs can be one to two pages in length.
- **A cover letter:** We highly encourage you to use your cover letter to showcase your specific interest in working for Peepul and demonstrate how your qualifications align with the role you are applying for. A tailored cover letter holds significant importance in Peepul's recruitment process as it enables us to comprehend your motivations for the position, your relevant skills, and the clarity of your writing.

For any further queries related to our hiring process and timelines, please contact us at recruitment@peepulindia.org.