

## Job Description: Programme Manager, Delhi Programmes

**Nature of employment:** Full-time

**Reporting to:** Director, Delhi Programmes

**Location:** New Delhi, Delhi

### About Peepul

Peepul is an education-focused non-profit organisations 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 recognized 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>.

### Programme Overview

Peepul is in partnership with the Municipal Corporation of Delhi (MCD) through a multi-year school transformation program to holistically improve the system towards high-quality education in 1533 primary schools of MCD. The program aims to envision and create a student learning-focused education ecosystem with high-performing teachers, a conducive environment for learning and strong mentoring ecosystem. To achieve the vision for MCD we focus on 3 things:

- Timely Teacher Upskilling: Creating a culture of High performance
- Academic Mentoring: Upskilling Mentor Teachers and School Leaders as Instructional Leaders
- Incentives and accountability: Data for Governance

The programme is envisaged to have a joint Programme Management Unit between MCD and Peepul. This flagship program will also serve as an exemplar of education system transformation in the municipalities in the country.

### About the role

The Programme Manager at Peepul is purpose-driven, role-modelling the organisation's values (Excellence, Leadership and Impact) through active sharing and inclusivity. As impact-oriented team managers, they lead significant program components, maintaining high output quality and effectively allocating tasks. With an entrepreneurial spirit, they integrate efforts across geographies, leveraging personal experiences and learning leadership responsibilities. Drawing from their expertise, they create meaningful and impactful programs, shaping knowledge dissemination. As a leader, they prioritise colleague experience, offer approachable counsel, and motivate and empower team members in all circumstances.

Responsibilities would include (including but not be limited to):

#### **To support the detailed design of the transformation and build a broad coalition of support around the programme objectives**

- Work with senior government stakeholders, Peepul's senior leadership and Programme Managers to create the strategic design of the transformation
- Build consensus within all levels of government around a common vision and set of objectives
- Outcome based approach to define success metrics and growth aspiration for the project and communicate effectively with all stakeholders on a multi-year state engagement across multiple districts

#### **To manage best-in-class project design and implementation**

- Lead the Project Management Unit from Peepul, managing and sequencing the design and implementation of this project at-scale, in close coordination with Peepul's curriculum and capacity building team
- Leverage Peepul's work on exemplar schools to transfer codified best practices to the wider MCD context
- Create effective work planning and management systems to ensure work remains on track and effectively prioritized, including regular strategic reviews to keep the project design fit for purpose
- Develop systems to ensure the effective use of data across the programme, developing appropriate tracking metrics to ensure high-quality implementation and identify areas for course correction and learning
- Work with in-house M&E team and external experts to develop appropriate project evaluation tools, including rigorous programme assessment where appropriate

### **To build an effective and sustainable delivery architecture, including a high-performing team and strong public, private and non-profit partnerships**

- Effectively work in a matrixed environment with education specialists, subject matter experts and field staff
- Develop and maintain strong operational relationships with government partners, providing leadership and putting in place mechanisms to support collaboration and cross-organizational working
- Stay updated on national and international trends and best practices.
- Contribute to sharing successes and research findings through publications and conferences.
- Design and build effective, fully aligned partnerships to leverage external expertise where appropriate given Peepul's in-house skill set
- Build capacity within government teams to ensure ongoing, sustainable organisational self-improvement after the formal end of the project

### **To build and manage a strong team and plan for their growth and development:**

- Lead and manage a high-performing team, promoting innovation and continuous learning.
- Set performance expectations, provide feedback, and support professional development and foster a positive and inclusive work environment for employee engagement and well-being.

### **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:** A relevant educational background in education, social sciences, development studies, or related disciplines is highly preferred.
- **Work Experience:** We value both professional and personal experience. Candidates with 8-10 years of experience designing and delivering capacity-building interventions in the education sector, preferably in school settings. Additionally, experience working with government entities and familiarity with the Indian education system are highly desirable.
- **Other Skills:** Excellent project management skills, with the ability to oversee end-to-end training content development and delivery.
- **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 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](mailto:recruitment@peepulindia.org).