

## Job Description: Sr. Project Associate

**Nature of employment:** Full-time

**Reporting to:** (Sr.) Project Manager

**Location:** Raipur, Chhattisgarh

### 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>.

### Programme Overview

Peepul is providing support to the Department of Public Instruction, Government of Chhattisgarh, through a World Bank funded 3-year project.

The project aims to enhance educational outcomes with supplementary financial support and improve the quality of education at the foundational, secondary, and senior secondary levels of schooling.

Under the results Area 'Decentralized school development and management for efficient and effective operation' and 'School leadership development', Peepul will support in developing and providing in-service academic and administrative leadership training to school principals, head teachers, CRCs, BRCs, DEOs, BEOs, Principals of DIETs, IASE and CTE

with special emphasis on Educational Policy & Planning, Conflict Resolution, Disaster Risk Management (DRM) and School-Related Gender Based Violence (SRGBV).

Peepul will support to develop a School Performance Evaluation (a school social audit tool) that the communities will use via school management committees to provide periodic feedback on the performance and operations of select model schools, envisioned to be scaled up to more Government schools in the state.

## Scope of Work

The end-state vision for this 3-year transformation project has three key objectives:

- a. Creating **SIEMAT as a vibrant institution** and high-functioning mid-level officials that strongly support school leadership in the state.
- b. Creating **highly skilled and motivated school leaders** who enable teachers, parents and students to perform and achieve meaningful teaching-learning in schools.
- c. Creating a **regularly functioning School Social Audit Tool** as a strong community-driven accountability mechanism (via the School Management Committee) to provide insights on strengths and improvement areas for continuous improvement of schools and the school leadership in the state.

## About the role

The Project Associate is a crucial role in fostering a successful partnership with the Government of Chhattisgarh and achieving the strategic objective of Peepul to enhance the quality of education in India's public school system. The Project Associate will lead and execute initiatives independently, focusing on supporting and holding teachers and academic officials accountable. They will combine educational expertise, creative problem-solving, and stakeholder management to design, implement, and monitor high-quality projects aimed at improving education in the state.

Responsibilities would include (including but not limited to):

- **To support project design and delivery:**
  - Collaborate with senior government stakeholders and Peepul's leadership for project design, development, and implementation.
  - Build consensus among all stakeholders regarding the program's vision and objectives.
  - Define success metrics and communicate them effectively.
  - Support the team in creating the framework of the digital school social audit tool.

- Conduct assessment of SIEMAT (through Interviews, survey, FGDs with stakeholders)
- Work with the M&E team and external experts to develop appropriate project evaluation tools, including academic assessment.
- **To ensure best-in-class project implementation:**
  - Own and drive project implementation at scale, coordinating with Peepul's education and training team and consulting with Project Manager(s) and Programme Manager(s).
  - Conduct capacity building for SIEMAT staff, and district and block level functionaries (CRCs, BRCs, DEOs, BEOs, Principals of DIETs, IASE and CTE).
  - Utilise learnings from Peepul's other programs to improve implementation.
  - Create effective work-planning and management systems for prioritisation and progress tracking.
  - Develop systems to effectively use data for high-quality implementation and identify areas for improvement.
- **To be a strong team collaborator and engage with key government stakeholders:**
  - Work effectively in a matrixed environment with education specialists, subject matter experts, and field staff.
  - Cultivate strong operational relationships with government partners, providing leadership and mechanisms for collaboration.
  - Design and build effective partnerships with external expertise, as needed.
  - Build capacity within government teams for ongoing organisational self-improvement beyond the project's end.

### **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:** Post-graduate degree or equivalent in management studies or social sciences or related discipline is highly preferred.
- **Work Experience:** We value both professional and personal experience. Candidates with 3-5 years of experience working in managing on-ground implementation of school managing strengthening initiatives and training of school leaders and school management committee members.
- **Other Skills:** Strong educational expertise and understanding of best practices in pedagogy, curriculum development, and teacher training and ability to plan, execute, and monitor initiatives effectively and independently.
- **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](mailto:recruitment@peepulindia.org).