



About Peepul

Peepul is an education-focused non-profit. **We dream and work towards creating an education system in India that enables 'every child to realize their potential.'**

We work closely with governments at the national, state, and local levels to transform government schools and government systems. The poorest children in India study in government schools and too many of them are falling through the cracks. We are determined to ensure that they receive a high-quality education to help them succeed in life.

We are restless, resilient, and reflective. We aim high, we innovate, we work smart, we work as a team, and we use rigorous research to inform our work.

Website: <http://peepulindia.org/>

Job Description: Project Coordinator

Reports to: Programme Manager
Location: Madhya Pradesh
Start date: Immediate
Salary: Commensurate with experience

Role Context

To improve the quality of the public-school system and improve learning outcomes, the Department of Education, Government of Madhya Pradesh (GoMP) is on an ambitious reform agenda. This reform agenda includes a focus on accountability and governance, structural administrative/academic reforms, capacity-building of the state sector and learning from innovations and international best practices in pedagogy and delivery.

Peepul is partnering with GoMP through a **multi-year state-wide program to evolve the professional development ecosystem in the state for teachers, educators, and education officials, under the aegis of 'CM Rise'**. The program aims to envision and create a holistic blueprint for all professional development interventions in the state, encompassing digital and blended trainings, learning communities and in-school coaching, and bring all teacher development initiatives of the state **under one integrated, holistic umbrella**.



The programme is envisaged to have a multi-layered approach: of setting up and scaling digital training for teachers, academic officials, and various other education functionaries, building strong monitoring mechanisms for teacher support, and creating exceptional cadre of mentors for teachers in the state of Madhya Pradesh.

This flagship program will also serve as an exemplar of innovative teacher professional development ecosystem for other states in the country.

Role Description

The role of the **Project Coordinator** is critical to the success of the continued partnership with the Government of Madhya Pradesh towards achieving quality education for all, and to Peepul's strategic objective of supporting quality improvement in the public-school system in India.

This is therefore an exciting opportunity for a highly motivated individual to play a key role in a flagship reform initiative with enormous potential impact.

To enable programme's success, we require to rapidly roll-out and scale our support to reach all teachers and officials in the state.

The Project Coordinator will be an excellent executor who will independently lead and drive program implementation on the ground acting as a support for teachers and academic officials of the state. The ideal candidate should be able to support and influence stakeholders through excellent communication skills and work towards building sustainable relationships with multiple levels in the education system.

Key responsibilities

Supporting in timely implementation of programs with quality

- Managing on-ground execution of Peepul's programs with the government
- Frequently visiting districts/blocks/schools to oversee program implementation and identify areas of support.
- Providing timely support to field officials and teachers towards understanding and engaging with Peepul's programs
- Understanding and navigating the education administration of the state to enable impact
- Capture and communicate feedback from ground to enable strengthening of programme design and implementation



- Owning and delivering on critical parts of programme implementation
- Conducting sessions, trainings, webinars with district and block officials on strengthening their program understanding and/or supporting with implementing various state level interventions.
- Creating mechanisms for increasing impact (e.g., coaching district officials on programme implementation)

Managing relationships with government officials and other stakeholders

- Building and managing relationships with government officials across levels (school, cluster, block, district) to enable success of Peepul's programme
- Integrating with and understanding the lives of government teachers and officials deeply, to identify pain points

Widening and deepening Peepul's understanding of field realities and activities

- Providing insight into other programs and initiatives ongoing at the state and district level
- Building and sharing a strong understanding of historical and current government programs
- Develop and maintain effective feedback mechanism to ensure and support evidence-based planning and decision making.

Person Specification

Experience:

- Should have at least a bachelor's degree, preferably in social work. Candidates with Master's in Social Work will be given preference.
- At least 5 years of total work experience, preferably in working with government programs or large-scale education projects
- Experience of having worked on project implementation, capacity building and stakeholder management in previous projects
- Should have a good knowledge of local contextual issues, organizational relationships, social and cultural constraints, Right to Education
- Should have good knowledge of Microsoft Office Suite especially MS PowerPoint, MS Word, and MS Excel.



Behaviours:

- Ability to build strong and sustainable relationships across all stakeholders.
- Flexible and adaptable style, responding positively to changing demands
- Strong interpersonal, written, and oral communication skills
- Genuine passion and a belief in the potential of every student
- Commitment to the safeguarding and welfare of all

Recruitment Process

To apply, please send a copy of your resume along with a covering letter explaining why you are interested in applying for the role, to **recruitment@peepulindia.org** with a cc to **nivedita.gupta@peepulindia.org**, ensuring you specify the role you are applying for in the subject line of the e-mail. Please include the details of at least two referees within your application.

Selection

The selection process will involve written tests/assignments, interviews, and live demonstrations of expertise (e.g., taking a classroom session), with the senior management team of the organization.

Reference checking & Probation

As you will be working with children this role will be subject to enhanced background checks. Additionally, all new staff will be subject to a probation period of three months.