



## **JOB DESCRIPTION - OPERATIONS HEAD**

**Last Date to Apply: 25th March, 2022**

**APPLY HERE - [https://bit.ly/Ops\\_Head](https://bit.ly/Ops_Head)**

### **ABOUT US:**

**Shiksharth** is a not-for-profit organisation developing contextual and comprehensive positive childhood experiences for children coming from spaces of conflict and adverse geography by strengthening classroom instruction, community engagement and system support in an integrated approach. Currently we are based out of the tribal Chhattisgarh in Sukma district and Bastar division of Chhattisgarh in collaboration with the local administration.

Shiksharth has been working in Sukma since 2015 with proximity of problem in an immersive mode. Among various pressing issues, we decided to get engaged with fundamental educative challenge in tribal areas i.e. difference between – medium of instruction (Hindi) in school and children’s mother tongue and authorized state curriculum, content and context of children while we also address the issue of safe spaces for children who are traumatized by the ongoing violence in their daily lives.

Shiksharth at the core believes in community led model of education and is currently working on ways by which community, its wisdom, culture and customs can be contextually incorporated in classrooms content and pedagogy.

The model is an amalgamation of pedagogy, community and systemic solutions with children at the centre.

Currently we are serving 8000 children in 140 schools, 25 Gram Panchayat We have existing partnership with local administration and SCERT, Chhattisgarh to do all of this for the region and take up our solution for more than 2 lakh children in the region

We have served over 50000 children (15000 directly and 30000+ indirectly ) in the tribal region in last 5 years and have been working on different ways to support contextual learning journey of children through actions research and now we are working to present it as an offering to scale up the impact and solutions in rural and tribal areas. As part of the next phase of our journey we intend to serve children outside Sukma as well by providing them replicable solutions.

And to do this we are developing contextually relevant “comprehensive education solutions” for children from spaces of conflict and adversity by strengthening pedagogy, systems and community in an integrated approach. These solutions will ensure that we are able to take

our current reach of 15000 children to over 5,00,000 children in other tribal areas of the country.

## **OPPORTUNITY**

With the new journey in mind, Shiksharth team has doubled and we are seeking someone to lead our Operations. You'll lead and scale an exceptional, contextually relevant education and child support model. You will be a partner and collaborate closely with the Co-founder and core team to define and implement the programs at scale. You will be managing and mentoring a team of 40 passionate team members committed to serve for the cause.

Do you have deep experience leading education programs or products? Are pedagogy, learning experience, and curriculum development something you can't get enough of? Do you strive to make an impact and improve lives of millions of children in tribal and adverse geographies through your leadership? If you've answered yes, this role could be a fantastic fit!

## **What You'll Do & Desired Impact**

The key responsibilities of this position will be similar to a co-founder with key focus areas being:

- Strategise with core team on the future of organisation, creating roadmap.
- Design programs and policies in alignment with the overall strategy.
- Design and lead the operations of the organisation.
- Implement efficient processes and enable an effective outcome-driven approach to achieve the goals
- Oversee expenses and budgeting to help the organization optimize costs and benefits
- Implementing the Monitoring and evaluations systems in the organisation.
- Leverage technology to deliver impact at scale.
- Support team members in their professional and leadership development.
- Support team members with technical skills required for their job.
- Building and nurturing relationships with stakeholders.
- Contributing towards the communications system.
- Be the in-house expert in online education trends and advance the product vision in partnership with the founders.
- Advise org-wide and cross-functional decision-making.
- Report on operational performance and suggest improvements

You will contributing towards achieving the following goals:

1. Creation of key products ( mentioned above ) at Shiksharth that will help us serve children beyond Sukma.
2. Building the org culture
3. Serving 5 lakh children by 2025
4. Forming a collective of organizations working in adverse geographies.

## **What You'll Bring**

- Ability to lead impact-focused education programs, product management experience is a plus
- Experience of leading teams.
- Experience teaching in elementary classrooms and/or teaching trainers/teachers.
- Strong skillset in management and coaching, working with a diverse team.
- Previous experience working in Education; experience at a startup is a bonus
- A deep understanding of education, pedagogy, learner experience, and curriculum development.
- Conscious leadership skills like communication, growth mindset, emotional intelligence, strategic thinking, decision-making, motivating others, and delegation
- Previous experience in operations role is a must.
- Knowledge of data analytics and reporting
- Good with numbers and financial planning
- Outstanding communication and negotiation skills
- Excellent organizational and leadership ability
- Analytical mind

## **Who You Are**

- Committed to serve for the cause for atleast 3 years.
- You align with the values of humility, perseverance, willing to learn/unlearn, moving out of your comfort zone.
- You're impact-driven and love using education as a way to improve lives.
- You engage in your own self-development and continuous learning to identify strategic growth areas that contribute to your success
- You're a storyteller with excellent verbal and written communication skills
- You have a high level of comfort with ambiguity and moving quickly in a collaborative culture
- You build trust and deepen relationships quickly, fostering a safe environment for everyone around you
- You are organised, can lead teams , design and implement people cum cause centric systems.
- Strong proficiency in writing, speaking and reading Hindi.

## **What We Offer You**

We design our perks to offer the space and support you need to thrive personally and professionally. Here are a few benefits we offer:

- An experience of a life time of working amidst the nature.
- Rooted experience of working with government at all levels of hierarchy.
- Opportunity to grow as a leader of the organization in future.
- A strong network of mentors and guide for leadership development.
- Have a flexible work schedule

## **KEY DETAILS:**

- 1. Location:**
  - a. 2 years - Sukma, Chhattisgarh
  - b. 3rd Year Onwards - Optional remote working ( upon mutual agreement ) with minimum 10 days every month in Sukma/headquarters
- 2. Work Experience Required-** Min 3-4 Years of Work experience of Government/Public Education System
- 3. Qualification-** Preferred candidates with Masters in relevant fields.
- 4. Remuneration:** 50-70k per month + Accommodation + Food + Local conveyance + health insurance
5. Preference will be given to the candidates who intend to spend at least 3 years with the organization.
6. Preferred date of joining - May, 2022
- 7. Last Date to Apply: 25th March, 2022**

## **Apply for the Job**

Here is how our hiring process looks like.

1. [Submit your expression of interest](#)
2. Eligibility check and submission of prework form.
3. Orientation call of Shortlisted applications with Shiksharth team about the work, life in Sukma, life at Shiksharth, future prospects etc
4. Selection tasks to understand more about your skills and competencies.
5. Technical interview
6. Personal interview.

We're an equal opportunity employer and value diversity. We welcome applications from all backgrounds, and don't discriminate on the basis of race, religion, gender, sexual orientation, age, marital status, veteran status, education, or disability status.