

Job Description

A passionate individual as In charge for Elementary Middle **Math Education** (Grades 1st to 8th) to lead the development and implementation of high-quality educational programs aligned with the **National Education Policy (NEP) 2020** for young learners across India.

As a key member of the **NEF's** educational program team, will play a crucial role in building strong foundations for children's learning journeys, ensuring inclusion, accessibility, and impactful outcomes.

Key Job Responsibilities:

(A) Program Development & Curriculum Alignment and Content Design:

- (1) Design and develop engaging and age-appropriate and grade specific elementary education programs adhering to NEP 2020 guidelines.
- (2) Align curriculum with national frameworks (NCF-FS, NCF-SE, NCF) and integrate innovative pedagogical approaches, including the Concrete, Pictorial, Abstract (CPA) methodology
- (3) Develop and practice diverse learning materials and activities catering to classroom, non-classroom, and digital learning environments (including experience developing curriculum for both online and offline platforms).
- (4) Work with various available best practices in content to design and develop aligned curriculum meeting the needs of the projects
- 5) Research, Develop and Practice high quality content and educational frameworks aligned to national policies and curriculum frameworks
- 6) Research, Develop and Practice educational content and materials for children, parents/caregivers, educators, and community.

(B) Training:

- 1) Develop training modules, use manuals, Presentations for identified target audiences.
- 2) Conduct training Master trainers teachers on content curriculum as per project requirements
- 3) Workshops to build the capacity of field staff and trainer receive training external master trainers, develop SOW, as required

(C) Inclusive Learning Environments:

(1) To create inclusive learning environments for diverse learners.

(2) Design and develop strategies to address individual needs and learning styles through differentiated instruction and assistive technologies.

(D) Effective Classroom Management:

1) Provide training and support to educators on implementing effective classroom management strategies that foster positive learning environments;

2) Promote collaborative learning, critical thinking, and communication skills development (21st-century skills) among educators.

3) Ensure impactful content delivery at the programmatic level.

4) Work closely with program team to oversee content delivery.

5) Organize content workshops and work closely with the trainers and creative team to design the content.

6) Coordinate with the team of content and curriculum specialists to deliver on project goals.

(E) Educational Partnerships & Governance:

(1) Collaborate with school leadership, government agencies, and educational specialists to strengthen school governance and management practices;

(2) Design interventions with relevant stakeholders to enhance resource mobilization and community engagement.

(F) Guide Assessment & Monitoring Tools:

(1) Design, develop and render support to implement comprehensive assessment systems to measure student learning progress and program effectiveness;

(2) Analyse data and translate findings into action plans for continuous improvement of program quality;

(3) Stay updated on advancements in elementary education research and integrate best practices into program design.

4) Develop study and assessment tools for children and teachers, AWWs, checklists for monitoring for projects and educational programs

5) Needs Assessment/Formative Research

- Design appropriate formative research and tools to evaluate content efficacy

- Manage all formative research in collaboration with the content, program and other teams.

G) Knowledge, Resources and Data management

- Ensure knowledge and data management for all available education content.
- TLMs and Resource generation such as activity kits, lesson plans, training modules, workbooks teacher's handbook for the educational programs etc