

Job Description for 'EmpowerEd' Associate

About TIDE Foundation

TIDE is a start-up educational reforms organization founded in November 2014 that aims at bringing about a sustainable change in the educational system. As of April 2022, we have impacted the lives of **32,500+** individuals. We have 6 programs that work with different aspects of education. All the programs act independently while following a similar guideline i.e. working on high impact projects with the aim of creating a system that resolves the root cause in a span of 15 years.

We have been working on teacher enrichment, empowerment and education/training programs for more than 5 years. The program was initially called Education Enhancement Program that aimed at school improvement and teacher training and involved us working with 14 low fee private schools and two government schools over a span of two-four years. This led to the inception of EmpowerEd in 2020. Over the last two years, due to the pandemic we developed the program into an online teacher capacity development program. We have been bringing about bottom-up teacher education, empowerment, and enrichment by developing and running communities of practitioners based on ideas of collaboration, action research, and sharing best practices.

About '*EmpowerEd*' program

We are developing an immersive and collaborative app-based teacher training platform that can **support, educate, enrich** and **empower** teachers through the post-pandemic world. We hope to develop capacities of **10,000+ teachers** in the coming 2 years and later scale up to lakhs of teachers across the country in the next 5 years. EmpowerEd seeks to support building teachers' professional identities and equip them with good practices in ways that facilitate social justice for all students. We aim to develop a tech-driven, immersive, peer-to-peer learning, and collaborative intervention that helps empower teachers to create an enriching environment for all children to bloom in the classrooms. The app will engage teachers in an immersive and interactive decision-making process to help them empathetically understand children's lived experiences. Teachers will engage with common classroom scenarios in a virtual lab, and explore effective practices while engaging in reflective and critical dialogues.

Job description

We are looking for an operations associate in Ahmedabad who is

- Enthusiastic about education and wants to make a difference
- Innovative thinker who is interested in developing a novel solution to a large scale problem
- Empathetic person who is willing to deeply understand the lived experiences of children and teachers
- Interested in working with us for atleast 6 months (the contract will be renewed depending on the performance in the first 6 months).

The position calls for a full time job. He/she will be primarily responsible for supporting the operations and management of our *'EmpowerEd'* program. The associate will manage daily program operations, develop program policy/procedure, conduct program assessment and evaluation, collect data from different stakeholders, analyse data, disseminate key findings, conduct training sessions for teachers, and participate in strategic planning.

Your primary responsibilities include, but not restricted to the, following

- Conducting workshops with teachers for the following purposes
 - To focus group our app based solution and get their feedback/suggestions
 - To share the emergent findings
 - To run small communities of practice wherein teachers can share / learn from each other.
- Collecting data
 - Interviewing parents and children to understand their lived experiences
 - Interviewing teachers to understand common classroom challenges
 - Interviewing teachers to find and highlight best practices
- Analysing data and disseminating findings
 - Using simple tools to analyse data (using excel and simple mindmaps)
 - Making story lines that can be leveraged in the app
 - Creating posters, audio files, and videos that can be shared with teachers
- Innovating and developing alternate means of collecting and analysing data (including leveraging interns, forms and surveys, teacher networks, teacher training colleges...)
- Collaborating with other teams that are involved in developing the app (we have several teams that are helping us develop the app; you would be expected to be in constant communication with them).
- Managing a group of interns that can support with the various operations.

Skills and qualifications required

The candidate must have the following skills:

- Passionate towards bringing a significant change in the society
- Strong communication skills and basic proficiency in Gujarati, English and Hindi languages
- Outstanding verbal and written communication skills
- Excellent interpersonal skills
- Fluent in Microsoft Word and proficient in Microsoft Excel
- Effective time management , supervisory and leadership skills
- Strong research and documentation skills
- The candidate must be ready for weekly visits

The candidate must have the following qualifications:

- A bachelor's degree
- 2+ years of work experience in an educational institute (schools, universities or an educational NGO)

Organizational support

The recruit will be expected to directly report to the President of TIDE Foundation.

There is a large group of volunteers (30+) that are supporting the development of the program; their respective program heads will provide further support and guidance.

We aim to remunerate the person will be commensurate with experience; the paycales are comparable to others in the philanthropic sector and will range between 20,000 and 25,000.

Contact Details

To join us please fill in a google form on www.tideinternational.org/work-with-us/ and email us your CV at info@tideinternational.org.

Application related queries can be addressed to us at or contact **Jwalin Patel** at **+91 9979882648**. Please give us a day to get back to you on your queries.

For further details about TIDE please visit our website at www.tideinternational.org or our Facebook page at www.facebook.com/togetherindevelopmentandeducation