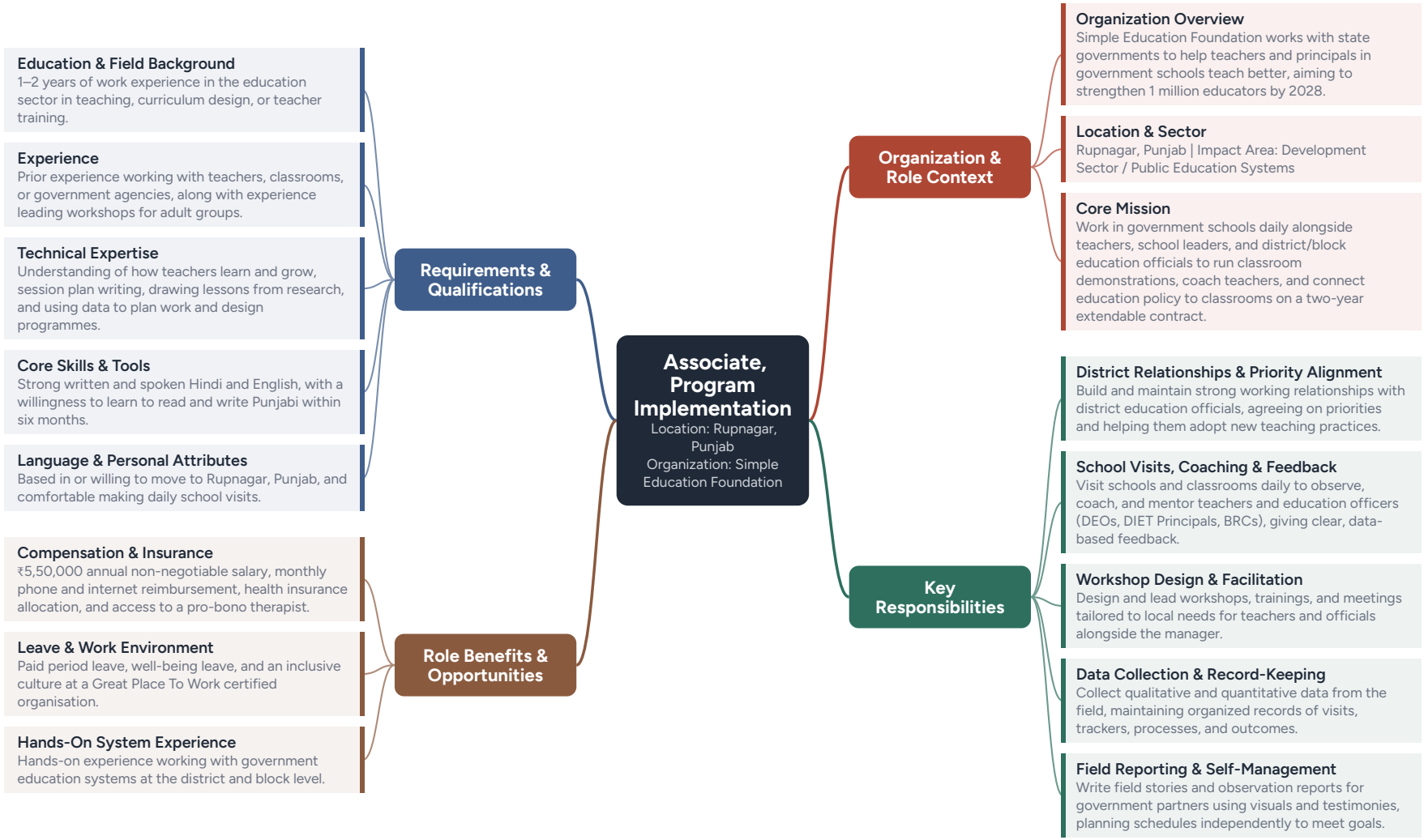
Simple Education Foundation

Associate – Program Implementation in Punjab | Simple Education Foundation | ₹5.5 LPA

Rupnagar, Punjab · contract · entry level · ₹45,833 /month

Application Assist →

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Skills this role needs

Teacher Coaching	Workshop Facilitation	Classroom Pedagogy	Field Data Collection	Stakeholder Engagement

Job description

Simple Education Foundation

Simple Education Foundation works with state governments to help teachers and principals in government schools teach better. Its programmes run across whole states and support educators through coaching, training and day-to-day guidance. The goal is to strengthen 1 million educators by 2028. The team is young and bold, and between them they bring more than 50 years of experience in classrooms and government school systems.

Role

As Associate, Program Implementation in Rupnagar, Punjab, you will work in government schools every day alongside teachers, school leaders and district and block education officials. You will run classroom demonstrations, coach teachers, and help district partners take up better teaching practices, connecting education policy to what really happens in classrooms. This is a two-year contract that may be extended if the programme needs it.

Responsibilities

- Build and maintain strong working relationships with district education officials, agreeing on priorities and helping them adopt new teaching practices.
- Visit schools and classrooms every day to observe, coach and mentor teachers and education officers such as DEOs, DIET Principals and BRCs.
- Give clear, honest feedback based on data, conversations and recognition of good work.
- Design workshops, trainings and meetings with your manager that fit local needs, and lead them for teachers and officials.
- Collect accurate qualitative and quantitative data from the field under your manager's guidance.
- Keep organised records of field visits, trackers, processes and outcomes.
- Write field stories and observation reports for government partners, using visuals and testimonies to show what is happening on the ground.
- Plan your own schedule and set priorities on your own to meet programme goals.

Requirements

- 1-2 years of work experience in the education sector, in teaching, curriculum design or teacher training.
- Good understanding of how teachers learn and grow, and experience writing session plans and drawing lessons from research.
- Experience leading workshops for adults, in both small and large groups.
- Prior experience working with teachers, classrooms or government agencies is preferred.
- Strong written and spoken Hindi and English, and willingness to learn to read and write Punjabi within the first six months.
- Ability to use data to plan work and design programmes, and to communicate clearly in writing and in person.
- Based in or willing to move to Rupnagar, Punjab, and comfortable making daily school visits.

Benefits

- ₹5,50,000 a year (non-negotiable).
- Monthly reimbursement for phone and internet bills.
- A set amount for health insurance, plus access to a pro-bono therapist.
- Paid period leave and well-being leave.
- An inclusive, diverse team at an organisation certified as a Great Place To Work.
- Hands-on experience working with government education systems at district and block level.

Apply

Check your fit for the role and receive the apply link in your mailbox

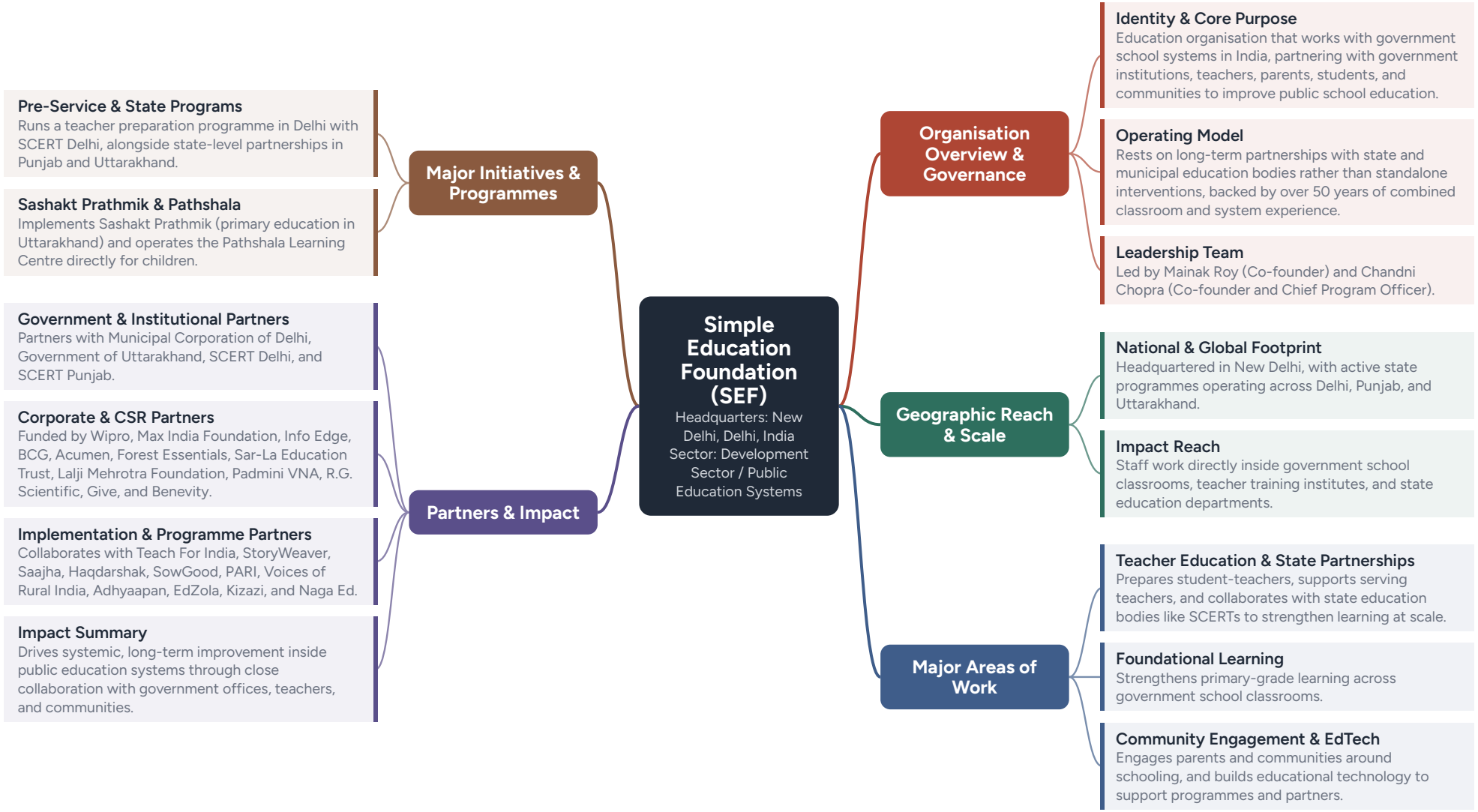
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About the organisation

Simple Education Foundation

Education

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About Simple Education Foundation

Simple Education Foundation (SEF) is an education organisation that works with government school systems in India. It partners with government institutions, teachers, parents, students and communities to improve teaching and learning in public schools. The team describes itself as having over 50 years of combined experience teaching in classrooms and working inside government school systems. Its approach rests on long-term partnerships with state and municipal education bodies rather than standalone interventions. SEF currently runs programmes in Delhi, Punjab and Uttarakhand.

> *Headquarters: New Delhi, Delhi, India*

Major Areas of Work

- Teacher education: preparing student-teachers and supporting serving teachers in government school systems.
- State system partnerships: working with state education bodies such as SCERTs to strengthen teaching and learning at scale.
- Foundational learning: strengthening primary-grade learning in government schools.
- Community engagement: building relationships with parents and communities around children's schooling.
- Education technology: building technology to support its programmes and partners.

Major Initiatives and Programmes

- Pre-Service Program: a teacher preparation programme run in Delhi with the State Council of Educational Research and Training (SCERT), Delhi.
- State Programs: partnerships with state education systems in Punjab and Uttarakhand, including SCERT Punjab and the Government of Uttarakhand.
- Sashakt Prathmik: a primary education programme in Uttarakhand.
- Pathshala Learning Centre: a learning centre run directly by SEF for children.

Partners

- Government: Municipal Corporation of Delhi, Government of Uttarakhand, SCERT Delhi, SCERT Punjab
- Funders: Wipro, Max India Foundation, Info Edge, BCG, Acumen, Forest Essentials, Sar-La Education Trust, Lalji Mehrotra Foundation, Padmini VNA, R.G. Scientific, Give, Benevity
- Programme partners: Teach For India, StoryWeaver, Saajha, Haqdarshak, SowGood, People's Archive of Rural India, Voices of Rural India, Adhyaapan, EdZola, Kizazi, Naga Ed

Leadership

- Mainak Roy, Co-founder
- Chandni Chopra, Co-founder and Chief Program Officer

Working at SEF means working closely with government schools, teacher training institutes and state education departments. Staff move between classrooms, government offices and communities, which gives direct exposure to how public education systems in India operate and change. Roles span programme delivery in specific states, teacher education, strategy, technology, communications and community engagement. It suits people who want to improve public schooling from within the system and who are comfortable with the slow, relationship-driven work of government partnerships.

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