Azim Premji Foundation

Resource Person - Urban Initiatives in Chennai | Azim Premji Foundation

Chennai, Tamil Nadu · full-time · senior level · Competitive · Closes 5 Dec 2026

Application Assist →

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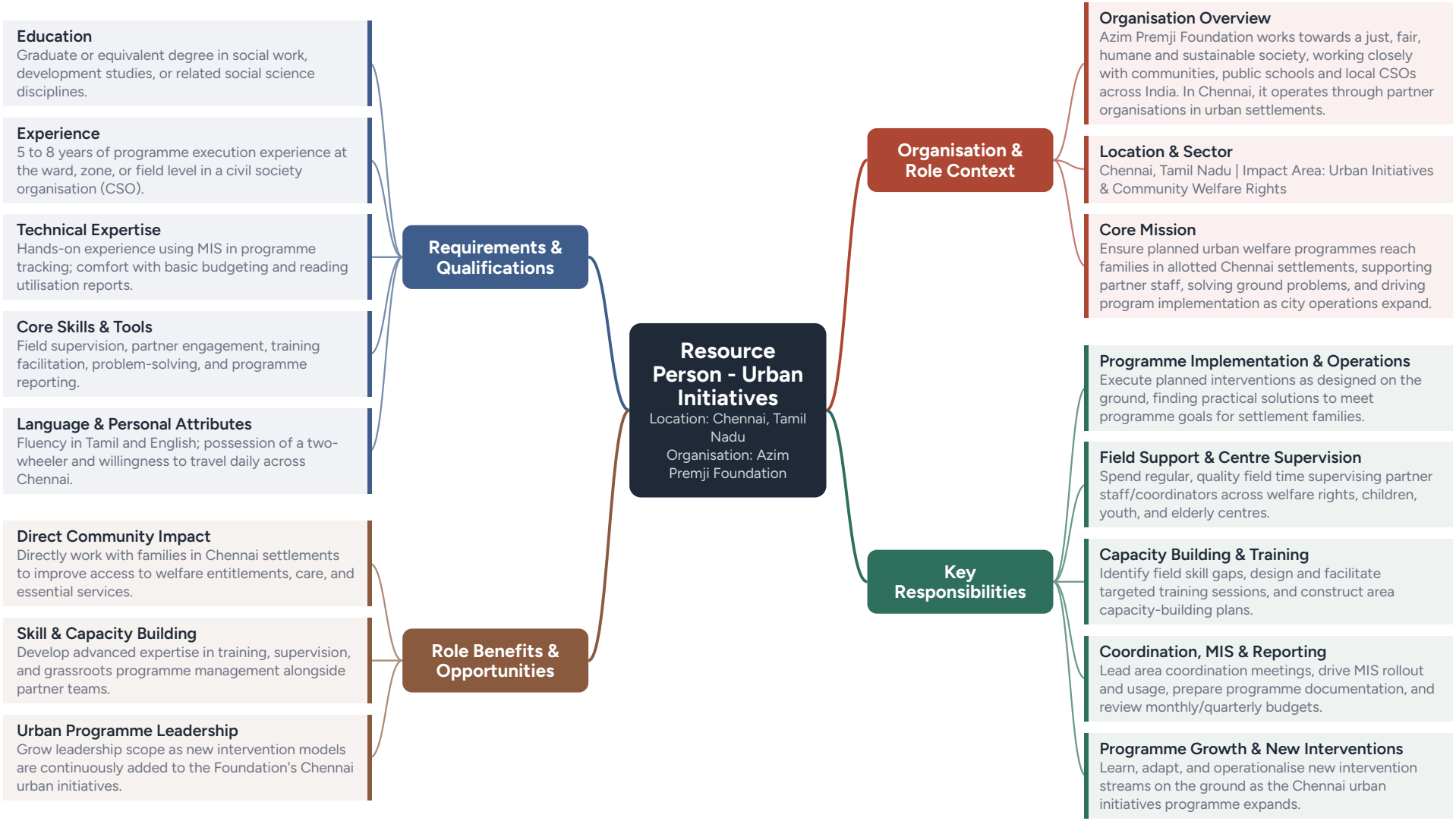

Skills this role needs

Programme implementation	Supportive supervision	Training and capacity building	MIS and reporting	Community engagement

Job description

Azim Premji Foundation

Azim Premji Foundation works towards a just, fair, humane and sustainable society. It works closely with communities, public schools and local partner organisations across many states of India. In Chennai, the Foundation works with families living in the city's settlements through partner organisations. Together they help families claim welfare rights and entitlements, run creches, care for elderly people, support persons with disability through community-based rehabilitation, work with specific communities, and meet drinking water and sanitation needs. This role sits within the Foundation's Urban Initiatives programme in Chennai, which works with these partners to meet the needs of families in the settlements and across the city.

Role

As Resource Person, you will make sure the Foundation's planned programmes reach families in your allotted area in the way they were designed. You will spend much of your time in the field with partner staff and coordinators, helping them understand each intervention, solve problems on the ground and meet its goals. As the city programme grows, new kinds of work will be added, and you will learn them and help put them in place.

Responsibilities

- Make sure each planned intervention is carried out on the ground as designed, and find practical ways to meet its goals for the families it serves.
- Spend regular, quality time in the field with partner field staff and coordinators across your allotted area.
- Supervise and support partner coordinators who run welfare rights, children's, youth and elderly centres, visiting each centre to give feedback, solve problems and meet the community.
- Plan and support training for partner teams based on the gaps you see in the field, and build capacity-building plans for your area.
- Run coordination meetings for all coordinators in your area, and take part in city-level monthly reviews and in partner meetings held every fortnight, month and quarter.
- Help all staff use the MIS (management information system) well, and support its rollout in the field.
- Prepare programme reports and documents, and keep a working understanding of programme budgets and utilisation reports.
- Learn new interventions as the city programme grows and help put them in place on the ground.

Requirements

- 5 to 8 years of experience in a programme role at the ward, zone or field level in a civil society organisation.
- Prior experience using an MIS in programme work.
- Comfort with basic budgets and reading utilisation reports, as this is not a grant management or finance expert role.
- Fluency in both Tamil and English.
- Your own two-wheeler, and willingness to travel across Chennai every day.

Benefits

- Work directly with families and communities in Chennai's settlements on welfare, care and basic services.
- Build your skills in training, supervision and field programme management alongside partner teams.
- Grow with the programme as new kinds of work are added to the Foundation's city programme.

Apply

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About the organisation

Azim Premji Foundation

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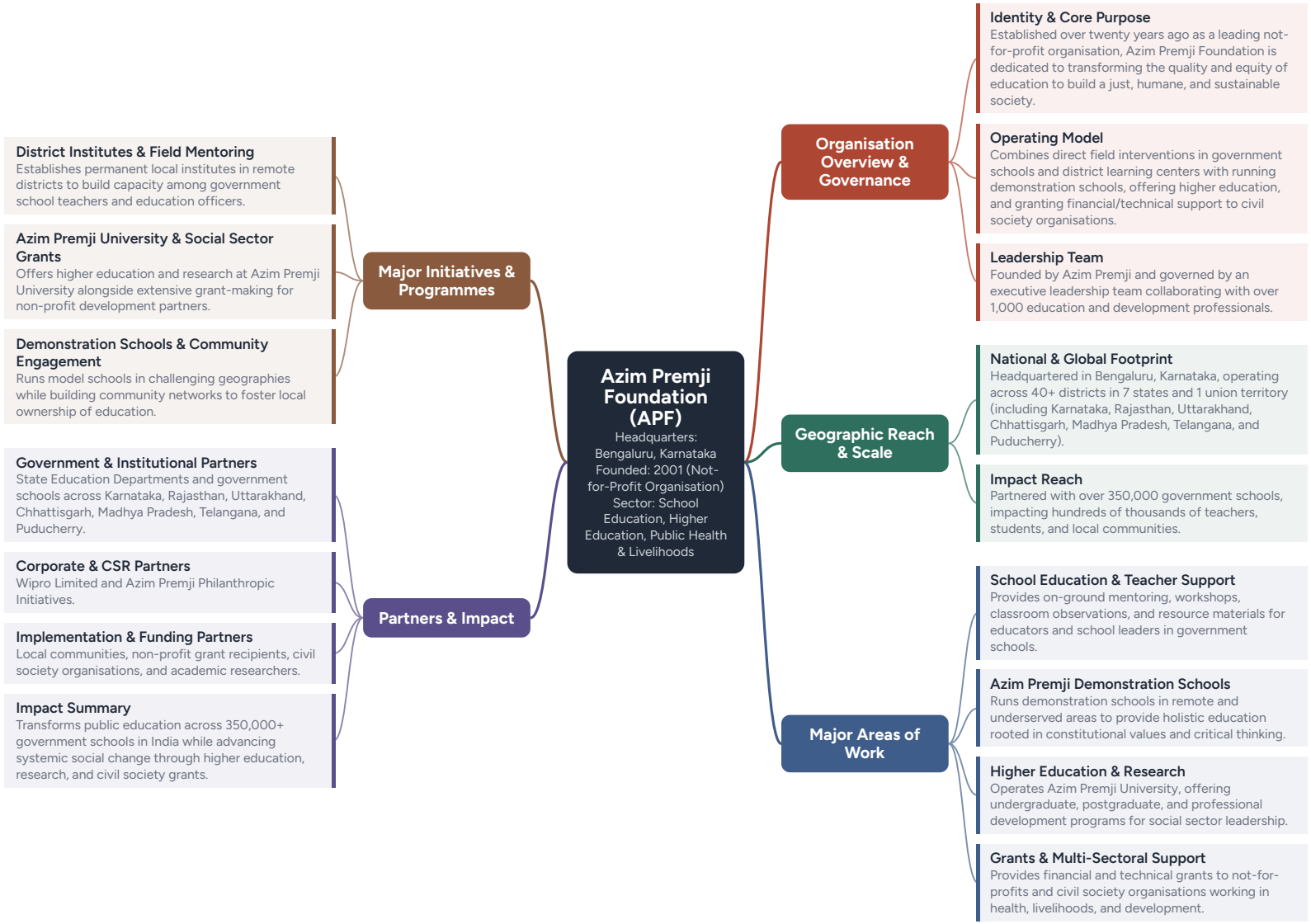

About Azim Premji Foundation

Azim Premji Foundation is one of India's leading not-for-profit organisations, dedicated to transforming the quality and equity of education for all children. Established over twenty years ago, the Foundation believes that education is the cornerstone of a just, humane, and sustainable society. Its vision is to ensure that every child, regardless of background or circumstance, has access to meaningful learning and the chance to reach their full potential.

Youtube Video>

The Foundation works in partnership with government schools and education departments in more than 40 districts across seven states and one union territory, including Karnataka, Rajasthan, Uttarakhand, Chhattisgarh, Madhya Pradesh, Telangana, and Puducherry. With a team of over 1,000 passionate professionals, Azim Premji Foundation reaches more than 3,50,000 schools, making a deep and lasting impact on the lives of children, teachers, and communities.

At the heart of the Foundation's work is a commitment to supporting teachers and school leaders. Field teams collaborate closely with educators through workshops, mentoring, classroom observations, and resource development. The Foundation also runs its own schools, where children experience a nurturing environment rooted in constitutional values, critical thinking, and creativity.

Azim Premji Foundation's approach is hands-on and community-focused. Teams work in some of India's most challenging and remote locations, building relationships with teachers, parents, and local leaders. The aim is to create a culture of learning, reflection, and continuous improvement, where everyone is encouraged to ask questions, share ideas, and grow together. Beyond education, the Foundation supports a range of initiatives in health, livelihoods, grants, and higher education. It provides financial and technical support to other not-for-profits and civil society organisations, helping to broaden the reach and impact of development efforts across the country.

The Foundation is also home to Azim Premji University, which offers high-quality higher education and research opportunities for those committed to social change. Life at Azim Premji Foundation is dynamic, diverse, and purposeful. The organisation values diversity, equity, and inclusion, and fosters a supportive environment where staff are encouraged to learn, reflect, and contribute to the Foundation's mission. Employees benefit from extensive professional development opportunities, a comprehensive benefits package, and a strong sense of community and shared purpose.Know the organisation better

Youtube video >

APF's Stories of Change

Azim Premji Foundation is always looking for passionate, socially committed individuals who want to make a difference. Whether working in education, health, livelihoods, or research, every role at the Foundation offers a unique blend of professional fulfilment and social impact. For those who believe in the power of education and want to help build a more just and equitable India, Azim Premji Foundation is a place where purpose and passion come together.

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