



Senior Academic Coordinator

Association Type: Full Time

Location: Prayoga Institute of Education Research, Bengaluru

Overview:

The Senior Academic Coordinator at Prayoga, will play the role of “Prayoga Success Coach”. The success of Prayoga’s research depends on the successful adoption of its research-based pedagogy, curriculum and content by the schools who participate in the research projects as Prayoga’s partner schools. The individual will be responsible to ensure that research projects undertaken by Prayoga are adopted well by the partner schools. The SAC will actively coordinate, manage and liaise with the management, teachers & students of partner schools.

The SAC will also be required to analyse, document, and prepare reports for research projects which Prayoga will undertake with its partner schools and other education institutions from time-to-time.

Roles and Responsibilities:

- Build & maintain relationship with the school’s management, principal and other key influencers in order to ensure that school took full ownership for the execution of Prayoga’s research project at their school.
- Coordinate with the research team to ensure smooth delivery of the program at school. Ensure that roadblocks are removed and escalations are handled.
- Act as a bridge between the school and Prayoga
- Lead, coach and provide guidance and mentoring support to a team of Academic Coordinators towards proper execution of responsibilities in deployment of experiential learning across schools
- To be available at all times for all the activities and tasks assigned by Prayoga.

- Monitor implementation of Prayoga programs and develop recommendations for program improvement and implementation based on understanding of the ground reality.
- Build amicable-professional relationships with all educational stakeholders (including school staff, teachers, principals, administrators, local leaders, policy makers, teacher associations, DDPI/ BEOs/BRC/ BRP/ CRPs, to promote programs of Prayoga.
- Ensure teacher development programs are delivered on time and that the teachers are well equipped with necessary resources for program adoption at the school.
- Ensure students have access to all the necessary lab infrastructure, materials, equipment, kits, handbooks, etc. for an unhindered learning experience.
- Coordinate with researchers, research operations team and teachers to make the necessary environment, resources available for the successful adoption of the research program.
- Analyse the results of the project and prepare reports on the basis of the defined goals of the project.
- Prepare project documentation for various research projects in a presentable format along with other members of the research operations team .
- Oversee and ensure effective deployment of Kriya program.

Qualifications:

- A Master's degree with pedagogical knowledge in school Science preferred with a B.Ed or any teacher training degree. A minimum of 5-7 years of experience in teaching science at middle and high school.
- Good interpersonal and observation skills.
- Excellent written and verbal communication in English & Kannada.
- Familiarity with basic use of computers and the internet.
- Willingness to travel.

Training will be provided for:

- Experiential learning pedagogy



- Use of educational tools for observation and data collection
- Mentoring Academic coordinators
- Mentoring teachers
- Academic planning and reporting
- Interpersonal skills for interaction with the stakeholders

Application Process:

Interested candidates should submit an updated resume and cover letter to careers@prayoga.org.in. Shortlisted candidates will be invited for an interview.

For information about Prayoga, visit: prayoga.org.in