



State Operations Lead East (West Bengal, Odisha, Assam)

Location: West Bengal/Odisha/Assam

Work Type: Full Time Employment Contract in a Work from Office set up

[APPLY HERE](#)

Information Links

www.educategirls.ngo

[Founder Safeena's TED Talk , April 2019](#)

[2023 WISE Prize in Education](#)

[Worlds First Development Impact Bond in Education](#)

[First TED Audacious Project to be chosen from Asia](#)

Our Core Values : Integrity | Collaboration | Gender Equality | Empathy | Excellence

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About Educate Girls:

- Established in 2007, Educate Girls' is a non-profit that focusses on mobilizing communities for girls' education in India's rural and educationally backward areas. Educate Girls' scalable, replicable and sustainable program model resides on top of India's 'Right to Education Act'.
- From a 500-schools pilot in 2007, Educate Girls has metamorphosed into a 24,000+ schools, over 18,000 villages across more than 33 districts in the states Rajasthan, Madhya Pradesh, Uttar Pradesh & Bihar.
- Since inception, Educate Girls has enrolled 1.4+ million Out-of-school girls (OOSG); 1.9+ million children have benefitted from the remedial learning curriculum. Over 18.6 million total beneficiaries have been impacted from Educate Girls' program model. For more information log on to www.educategirls.ngo
- **In the next 10 years, Educate Girls aims to build one of the largest second-chance program - Project Pragati** - for adolescent girls and young women. The objective of Pragati is to create an ecosystem to enable 10th grade credentialing and access to better life chances for adolescent girls and women who have dropped out of the formal school-system. The goal is to transform 10 million lives in the next 10 years. For more information about the project, visit <https://www.educategirls.ngo/project-pragati/>

Role Overview: The State Operations Lead will play a crucial role in overseeing the implementation of Project Pragati aimed at supporting adolescent girls & young women to complete their 10th Grade through the State's Open School Program. This position requires close collaboration with the Government's Education Department, as well as effective management of program activities at the state level.

In this role, you will be responsible for:

- **Strategic Planning:** Develop and implement a strategic plan for the successful execution of the program, aligning with the organization's mission and goals.
- **Government Collaboration:** Establish and maintain strong working relationships with key stakeholders in the Government's Education & other Department to ensure alignment and support for program objectives.
- **Program Implementation:** Oversee all aspects of program implementation, including but not limited to:
 - Lead the Landscape study, analysis & Identifying target communities in the state
 - Recruiting and training program staff and volunteers.
 - Building the project implementation plan.
- **Monitoring and Evaluation:** Develop and implement robust monitoring and evaluation mechanisms to track program progress and outcomes, and make data-driven decisions for continuous improvement.

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- **Financial Management:** Manage the program budget effectively, ensuring timely and accurate financial reporting and compliance with donor requirements.
- **Reporting and Documentation:** Prepare regular reports on program activities, achievements, and challenges for internal and external stakeholders.
- **Capacity Building:** Provide guidance and support to program staff and partners to build their capacity in implementing program activities effectively.
- **Support and Networking:** Represent the organization in relevant forums, networks, and coalitions related to girls' education and empowerment, and promote policy changes to support program objectives.

Apply if you have:

- Bachelor's degree in Education, Social Sciences, Public administration, or a related field. Master's degree preferred.
- At least 7-8 years of experience managing education programs, preferably focused on girls' education or marginalized communities.
- Experience related to policy comprehension, operations in underserved areas of **West Bengal/Odisha/Assam** and providing support in the implementation of educational strategies.
- Proven experience in building and maintaining relationships with government agencies in the State and other key stakeholders.
- Strong project management skills, including strategic planning, budgeting, monitoring, and evaluation.
- Excellent communication and interpersonal skills, with the ability to effectively engage and motivate diverse stakeholders.
- Fluency in Hindi and proficiency in English & regional language.

Attributes to be successful in this role at Educate Girls:

- Are passionate about the cause & align with our Core Values
- Strong understanding of department of Education, National Education Policy (NEP), NIPUN Bharat and challenges in the education landscape of **West Bengal/Odisha/Assam**.
- Demonstrated capability in offering crucial support in the implementation of departmental policies and schemes, and ensuring the successful execution of educational initiatives.
- Excellent communication and negotiation skills, with the ability to articulate ideas, influence decision-makers, and advocate for policy changes.
- Ability to work effectively in a fast-paced, dynamic environment and manage multiple priorities simultaneously.
- Proficiency in computer applications, including Windows and Microsoft Office (Outlook, Word, Excel).

[APPLY HERE](#)