

**American India Foundation (AIF)**

<b>Position:</b>	Academic Lead	<b>Program:</b>	Digital Equalizer (DE)
<b>Location:</b>	Uttarakhand	<b>Reporting Relationship:</b>	Regional Manager – North & Head of Academics & Training
<b>Nature of Employment:</b>	Fixed term Staff	<b>Number of Positions:</b>	One

**ABOUT AMERICAN INDIA FOUNDATION**

The American India Foundation is committed to improving the lives of India’s underprivileged, with a special focus on women, children, and youth. AIF does this through high-impact interventions in education, health, and livelihoods, because poverty is multidimensional. AIF’s unique value proposition is its broad engagement between communities, civil society, and expertise, thereby building a lasting bridge between the United States and India. With offices in New York and California, twelve chapters across the U.S., and India operations headquartered in Delhi NCR, AIF has impacted 12.9 million lives across 35 states and Union Territories of India. Learn more at [www.AIF.org](http://www.AIF.org).

Digital Equalizer is AIF's flagship education program. Since its inception in 2004, the Program has empowered 5.4 million children with interactive STEM experiences, trained 182,025 teachers in STEM pedagogy, and transformed 24,471 schools across 35 states and union territories of the country. DE Program utilizes technology to bridge the educational and digital divide in India by transforming under-resourced government schools into dynamic places to teach and learn through collaborative, project-based learning and building 21st century skills amongst students especially girls.

**ABOUT DIGITAL EQUALIZER**

Digital Equalizer (DE) envisions a world where all children from under-served communities, especially girls, are prepared for a career and life. The program is bridging India’s digital divide by providing and integrating technology into underperforming, under-resourced public schools, training teachers in techno-pedagogy and STEM (Science, Technology, Engineering, and Mathematics) methodology, and transforming classrooms into collaborative and interactive places for students to learn while preparing them for success in the 21st century global economy. Since its inception in 2004, the Program has empowered 5.4 million children with interactive STEM experiences, trained 182,025 teachers in STEM pedagogy, and transformed 24,471 schools across 35 states and union territories of the country.

The detailed **objectives of the proposed program** are:

- Develop scientific temperament and critical thinking by creating an enabling environment for children;
- Create an enabling environment of learning Coding and AI ML through innovative approaches and using technology and collaborated learning;
- Introduce ‘Amazon Future Engineer’ platform and related activities to students and teachers.

- Demonstrate innovations and presenting it in school forums;
- Support career counselling for students who have an acumen and interest for choosing a CS based career;
- Strengthen STEM school education in rural government schools;
- Develop scientific temperament and critical thinking by creating an enabling environment for children;
- Improve performance of the under privileged girl's students from government schools in competitive exams;
- Create a repository of content for teachers and students;
- Built the institutional capacity of District Institute for Education Training (DIETs) and other stake holders on STEM learning, techno-pedagogy, and preparation of students for the competitive exam over 4.5 years;
- Institutionalise the best practices among stake holders in partnership with government.

### **ROLES & RESPONSIBILITIES**

Academic Lead will be the key focal point of contact for the knowledge management and would report to the Regional Program Manager & dotted line to Head of Academics & Training.

The responsibilities include, but are not limited to:

#### **Relationship/Team Management**

- Liaison and manage relationships with the knowledge partners and Government Officials;
- Devise strategies for rapid adoption and acceptance of programs among stakeholders;
- Coordinate with internal teams of subject experts and DIET Coordinators to ensure smooth program implementation;
- Create knowledge and process documents that improve program replicability.

#### **Content Management:**

- Co-create content for competitive exam preparations, curriculum development with the SCERT and development partners;
- Content review, manage dissemination, supervise, and monitor content usage;
- Content development, translation, modification, etc.;
- Work with knowledge partner to create content for online platform;
- Review of new content related to the program for inclusion/ expansion of the program;
- Organize content as per the state syllabus to integrate PBL methods and hands on activities in class room sessions;
- Create curriculum for remediation and train volunteers;
- Create question banks and assessment tools for grades 6-12

#### **Documentation and Reporting:**

- Prepare weekly, monthly, quarterly, and annual team reports as per the mandate of the program/ donor requirement/s related to content usage;
- Ensure reporting timelines of organization and donor;
- Create repository of content, monitor usage of online content relevant/ pertinent to the program;
- Any other reports required by the PL/ DE head of academics & Training/program team of DE/ Donor related to content.

**Capacity Enhancement:**

- Create training frameworks and schedules;
- Support/ facilitate/ conduct training sessions for data management for the team and relevant stakeholders on content;
- Create Training materials for teachers and students;
- Work on enhancing his/her academic and other capabilities by taking part in organization-driven initiatives as well making her/his own efforts, so that programme gets delivered in best possible manner.

**Others:**

- Maintain professional integrity and ethical conduct of working at all times;
- Ensure alignment with organizational policies;
- Ensure completion of any other organizational work assigned by Regional Manager.

**Qualifications and Experience:**

Post-graduation in STEM with minimum 5 years' experience in large-scale ed tech/ education program – Content development/ Content expert in STEM Subjects.

**Skills and Competencies:**

- Possesses a variety of skills – knowledge/program management, multi-tasking, time management, flexibility, and adaptability.
- Excellent communication skills in English and Hindi – both written and verbal.
- Excellent Analytical skills and problem solver.
- Ability to work in the field, with communities, and in multi-stakeholder processes.
- Responds positively to feedback and respects diverse point of views.
- Excellent team player and works independently with the ability to take on additional tasks.
- Ability to work in demanding situations.
- Preference - if an individual has worked with the state government /Education department.
- Open to travel and under tight timelines.
- Experience in coaching students for competitive examinations
- Good communication Skills special -Hindi and English (verbal / written).

**Other:** Salary commensurate with experience. Initially, the contract shall be issued till one year, which shall be renewed yearly thereafter, on the basis of performance.

**Position Availability:** Immediately

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