



## **Role Description** **Uttarakhand Field Officer**

### **Overview**

<b>Vertical</b>	Operations
<b>Number of openings</b>	2-3
<b>Role Level</b>	Field Officer 1-2 years of prior relevant work/fellowship experience (preferably in development/NGO sector)
<b>Type</b>	Full-Time
<b>Location</b>	Could be based in U S Nagar, Rudrapur, Roorkee or Haridwar. Exact base location will be confirmed towards the end of the selection process. The role will entail significant intrastate & interstate travel across India depending on programs.
<b>Compensation</b>	<i>Pay will match Indian non-profit norms and similar organizations, discussed in our last selection round.</i>
<b>Desired Joining Date</b>	ASAP; <i>Serious candidates are encouraged to apply right away.</i>
<b>Process to apply</b>	Please fill out the Google Form mentioned below <a href="https://forms.gle/XfsFfwPkuW3pBvu29">https://forms.gle/XfsFfwPkuW3pBvu29</a>

### **About Labhya**

Labhya is an India-based nonprofit that enables children in India's government schools with the necessary skills to become effective learners through **Social-Emotional Learning (SEL)**. Labhya is a globally recognised non-profit supported by organizations like Harvard University, Nudge, DRK Foundation, The Commonwealth, UNICEF, and UNDP among other organizations.

Labhya is a dynamic and agile organization that partners with Indian State Governments to co-create and ensure the implementation of SEL programs at scale. We are one of India's fastest-growing nonprofits dedicated to co-create programs that will impact **30 million vulnerable children by 2030**.

Currently, Labhya has partnered with various state governments to co-create and implement well-being programs that impact **2.4 Million children** across **22,000+ government schools** in India.



### **Role Expectations and Qualifications & Skills / Experience / Characteristics**

*\*All the below-mentioned tasks would be key to your role. The following requirements are not mentioned in order of priority*

- Conduct regular visits (3–5 per week) to selected Model Schools of Change to monitor Anandam implementation and provide on-ground support.
- Support the Operations-team in maintaining relationships with District/Block/School-level government officials.
- Coordinate with Anandam Coordinators, Master Trainers/Trainers, Headmaster/Teachers to provide regular programmatic support.
- Develop community engagement plans towards adoption and implementation of the program.
- Assist in data collection, documentation and communication with government stakeholders.
- Support in facilitating on-ground program activities such as training, workshops, awareness-building sessions, community meetings and so on.
- Assist in the logistical planning and coordination of teacher training and workshops.
- Co-facilitate teacher training sessions, learning how to design and deliver these sessions.
- Provide support in the development of simple training content or session materials.
- Assist in collecting data for baseline and endline assessments in model schools of change.
- Document on-ground stories of change and help maintain logs or field diaries for internal reporting.
- Work in collaboration with the curriculum, training, and state teams to ensure feedback from the field is relayed effectively.
- Coordinate with Labhya's internal teams e.g. Founders' Office and Communications teams for field visits by partners, donors, or media teams.
- Engage in regular reflection and feedback processes to strengthen your understanding of systemic education change.
- Demonstrate willingness to learn Labhya's approach to SEL and contribute to the organization's mission through continuous improvement.

### **Qualifications & Skills / Experience / Characteristics**

- Fluent in both Hindi & English (Written and spoken) **(non-negotiable)**
- Willingness to relocate to any of the said districts in Uttarakhand. **(non-negotiable)**
- On-ground experience with children and youth. **(non-negotiable)**
- Prior experience of working with school officials or government officials **(non-negotiable)**



- Readiness and preparedness to commute in the hilly terrain of Uttarakhand.
- Bachelors/Masters in education, social science, or equivalent.
- At least 2 years of work experience (if Fellow/ Associate in a Fellowship, then at least 2 years of Fellowship) in working with government stakeholders, teacher training programs, facilitation and liaisoning.
- Comfortable with logistical event planning.
- Possesses strong relationship building, communication, and organisational skills.
- Prior experience in managing multiple stakeholders for projects.
- Ability to handle multiple projects/ tasks and experience in handling processes end to end
- Ability to solve problems using particular lenses, best practices, and frameworks.
- An understanding of Social Emotional Learning, mental health, psycho-social development, psychology will be preferred.
- Working proficiency in Google Docs, Google Sheets, Google Slide, etc
- Willingness to learn and grow together with the team.

### **Current Team**

Our team consists of a diverse group of professionals, educators, SEL experts, and entrepreneurs from renowned institutions such as Harvard University, Massachusetts Institute of Technology (MIT), Azim Premji University, Delhi University, Ernst & Young, and KPMG.

At Labhya, we cultivate an environment for learning, growth and excellence, and teamwork and collaboration are non-negotiable. If you're passionate about building a movement that will enable millions of children to become healthy, lifelong learners through systems-level change, this is the place for you. Change the world by working alongside inspiring leaders.

We are looking for proximate leaders to build with us! Join the global movement!

Labhya's values are:

- An agile and supportive team that is driven by a problem-solving attitude
- Focusing on the well-being of children and trusting their potential
- Developing processes that enable efficiency, constant growth and innovation
- Co-creating SEL Programs that are driven by proximity and expertise
- Creating systemic and sustainable change in public education systems through partnership