



Role Description Uttarakhand Operations Associate

Overview

Role Title	Operations Associate, Uttarakhand
Number of openings	1-2
Role Level	2-5 years of prior relevant work experience
Type	Full-time
Location	Could be based in U S Nagar, Dehradun or Haldwani. Exact base location will be confirmed towards the end of the selection process. The role will entail significant Intra & interstate travel across India depending on programs.
Compensation	<i>Pay will match Indian non-profit norms and similar organizations, discussed in our last selection round.</i>
Desired Joining Date	ASAP; <i>Serious candidates are encouraged to apply right away.</i>
Process to apply	Please fill out the Google Form mentioned below https://forms.gle/XfsFfwPkuW3pBvu29

About Labhya

Labhya is an India-based nonprofit that enables children from vulnerable backgrounds with the necessary skills to cope with poverty & become effective learners through **Social-Emotional Learning (SEL)**. Labhya is a globally recognised non-profit supported by organisations like Harvard University, Nudge, DRK Foundation, The Commonwealth, UNICEF, and UNDP among other organisations.

Labhya is a dynamic and agile organisation 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 the Governments of Delhi, Uttarakhand, Tripura to co-create and ensure the implementation of programs that **impact 2.4 Million children** across 22,000+ government schools in India daily. Our programs, namely the **'Happiness**



Curriculum’ and **‘Anandam Pathyacharya’** and **‘Saharsh’** are the world’s largest and India’s first at-scale well-being programs.

We expect the following from you for this role:

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

1. Maintain and build new relationships and strengthen existing relationships with State/District/Block/School-level government officials in Uttarakhand.
2. Develop strong working relationships with district Anandam coordinators Head Teachers, and teachers in selected schools of change
3. Support Labhya in the development of strong relationships and documentation of the on-ground impact by collecting on-ground stories of change
4. Act as an anchor of the program between State government officials and Labhya’s Curriculum & Training team. Liaison and coordination with the concerned government officials regularly.
5. Work closely with the assigned schools of change in intensive capacity building, program implementation and evaluation efforts.
6. Support Labhya in the collection of on-ground monitoring and evaluation data through the conduction of baselines and endlines in schools of change
7. Facilitate teacher training sessions to build capacity and prepare detailed training modules (develop interactive lesson plans/activities for different training programs) for teachers in schools of change as per need
8. Work closely with the assigned State Lead to support in the completion of any tasks related to the effective state-wide implementation of the program as per need.
9. Work closely with the program and fundraising teams of Labhya to ensure the conduction of impact visits of partners, stakeholders, Labhya team members and funders as needed.
10. Support any requests that may come from time to time from any State/district/block/school level officials we will directly work with.
11. Work closely alongside the district level team at Labhya to manage and coordinate the support structures for the program at the district level.
12. Regular (3-5 per week) school visits to observe and support the school in program implementation.

Qualifications & Skills / Experience / Characteristics

1. Fluent in both Hindi & English (Written and spoken) (*non-negotiable*)
2. Willingness to relocate to the said districts in Uttarakhand. (*non-negotiable*)
3. On-ground experience with children and youth. (*non-negotiable*)



4. Prior experience of working with school officials or government officials
(non-negotiable)
5. Bachelors/Masters in education, social science, or equivalent.
6. At least 2-5 years of experience in working with government stakeholders, teacher training programs facilitation and liaisoning.
7. An understanding of Social Emotional Learning, mental health, psycho-social development psychology will be preferred.
8. Comfortable with logistical event planning.
9. Possesses strong relationship building, communication, and organisational skills.
10. Prior experience in managing multiple stakeholders for projects.
11. Ability to handle multiple projects/ tasks and experience in handling processes end to end
12. Ability to solve problems using particular lenses, best practices, and frameworks.
13. Working proficiency in Google Docs, Google Sheets, Google Slide, etc
14. Willingness to learn and grow together with the team.

Current Team

Our team consists of professionals, educators, SEL experts, and entrepreneurs from prestigious institutions like Harvard University, Massachusetts Institute of Technology (MIT) USA, Azim Premji University, Delhi University, Ernst & Young and KPMG.

At Labhya, we support and foster an environment where questions are always encouraged and collaboration is recognized. We are a home for you if you want to help build something that will enable millions of children to become lifelong learners through systems-level change. You'd also be able to develop your skills and profile by working with an accomplished leadership team and being a part of very rapid growth.

Further, 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
- Working processes that enable efficiency, constant growth and innovation
- SEL Programs that are driven by proximity and expertise
- Creating systemic and sustainable change in public education systems through partnership