

**Job opening for the post of Education Executive under LEAP - Learning Ecosystem
Augmentation Project
the ant (the action northeast trust)**

Job Location: Amguri and Koilamoila, Dist. Chirang, Assam

JOB DESCRIPTION

Job Title: Education Executive, LEAP

Reports To: Project Coordinator

Project: Learning Ecosystem Augmentation Project (LEAP)

Location: Chirang, with minimum 80% time to be spent on travel to project locations.

Essential Language Requirement: Bodo

About the ant

the ant is a not for profit agency registered under the Religious & Charitable Trusts Act and has been working on health, education, women's and children's rights, income generation, etc. (for more details, please go through www.theant.org and read old annual reports) ever since its inception since the year 2000. It also works and supports other NGOs in the northeast by capacity building programmes and financial support.

The region has been characterised by poor economic development, weak governance and insurgency in many of the seven states. **the ant** makes an attempt to address these issues while working with the communities. Working without prejudice on caste, creed, religion or community, **the ant**'s work is supported by grants from funding agencies, contributions from individual donors, as well as from the finances generated from Sustainable Development programmes.

JOB SUMMARY

This is a full-time Education executive position based in Chirang. The purpose of the position is to:

- Responsible for augmenting a Learning Ecosystem by hand holding head teachers of Middle and its feeder lower primary schools, motivating School Management Committees to look forward to learning outcomes and for motivating and supporting the projects Education Facilitators.
- Responsible for 5 Middle schools and around 40 LP schools with regular contact and visits.
- Organize training on school management, setting up assessments and review systems, facilitating SMC meetings.
- Support head masters in data generation, school attendance and for setting up systems of assessment and review.
- Hand holding of head teachers for continuous learning and feedback onsite. Enable head teachers to take ownership in developing learning goals and evaluating for the school.
- Provide guidance to schools during SMC meetings at least once in 2 months for monitoring and reporting on report card methodology such as student and teacher attendance, learning outcomes, RTE, etc.
- Responsible for mobilising and planning for training of head masters and teachers as per the project requirements

- Meeting and reporting about field visits to the Project Coordinator, the unit management and the SSA and Education department officials
- Building capacity of Education facilitators on relevant skills required for quality implementation of the project by organizing training, reflection, lessons learned workshops.

Essential educational Qualification & experience

- Master's degree with at least 50% of the mark or an equivalent in a point scale where grading system is followed.
- Preference will be given to the applicants having master's degree in education
- Preference will be given to the applicants having minimum one-year experience in a supervisory capacity in education.
- Preference will be given to female candidate.

Salary Scale

- **21000/- per month (in Indian rupees) CTC.**