

FOSTER & FORGE FOUNDATION PROGRAM MENTOR

Introduction

Foster & Forge Foundation is a non-profit, Section 8, organization seeking to transform the lives of millions of school children by bolstering their education with relevant skills needed to succeed in school and beyond. We do this by building leadership skills in government school teachers through a robust two-year fellowship program called the Beacon Educator Fellowship.

Our fellowship creates an opportunity for India's largest teacher community – government school teachers – to re-imagine their classrooms along with their children. The teachers get exposed to new and innovative methodologies; and they begin to cultivate the knowledge, skills, and mindsets necessary to attain positions of leadership in the education system, identifying their role in building a larger movement for meaningful education, and its impact towards sustainable development.

Foster & Forge Foundation has been working with government schools in Uttar Pradesh for 7 years, taking the fellowship to all 75 districts of Uttar Pradesh. We are now in the process of envisioning what our impact could look like in the next 3 years to come.

At Foster & Forge Foundation we are inclusive by the way of cherishing and respecting individuals. We foster innovation with flexibility in our ideas to apply it in creative ways. We love to learn new things, work with people, and always maintain naked honesty. We never give up because we are mindful and have gratitude for everything and all that we can do. And we stand with our tribe, helping each other to gather courage and resolve challenges. This culture is a core part of who we are as Foster & Forge Foundation and each member of the organization is expected to engage with and imbibe this culture.

About The Role

The Program Mentor will manage the program delivery on the ground. Inspiring and motivating Beacon Teachers to embark on their leadership journey, as they re-imagine their classrooms. Program Mentors will support Beacons through training, facilitating spaces for collaboration, classroom observation and coaching cycles. As the first point-of-contact between Beacons and the organization, they are also responsible for cultivating a strong positive team culture across their Beacon cohort. **The role offers the opportunity to create a movement of Teacher leaders and embark on a personal leadership journey of their own as Program Mentor.**

Responsibilities

The Program Mentor plays an important role of developing the Beacons as teacher leaders which will ensure a meaningful education in classrooms. In order to enable that, she/he will focus on the following areas:

Managing 3-4 Districts of a Mandal. This will require travelling to the districts and working on the ground.

1. Leadership

- Responsible for enabling the leadership journey of 100-120 Beacon Teachers.
- Conducting Trainings for Beacons through the structures such as Learning Circles & Coach calls.
- Effectively implementing the program by identifying the need of the ground.
- Enable and support Beacons to set ambitious yet feasible academic and holistic goals for their students.
- Helping them in designing their leadership development goals and ensuring accountability towards the same through regular interventions such as Coach calls.
- Observing Beacons in their classrooms to coach & strengthen execution, to gather data on student learning and teacher proficiency through Observation Debrief Conversations.
- Train & Coach Beacons in developing the 6 Habits of Highly Effective Teaching.
- Use leadership tools BCS & SVS effectively to facilitate reflection and meaning-making to build a movement of leaders who will ensure a meaningful education for children.

2. Documentation

- Making Monthly & quarterly reports for different stakeholders.
- Keeping relevant documentation updated for the use of monitoring and evaluation.
- Designing & contextualizing Learning Circle presentations & decks.
- Maintaining a weekly tracker.

3. Relationship Building

- Building relations to invest different stakeholders in the movement.
- Building a strong culture among the Beacon cohorts.
- Building Relations with different cadres of the district and mandal education & administrative departments.

4. Ownership of one's learning

- Keeping abreast of all programs being run by the state.
- Charting out their own annual & quarterly goals as their leadership journey.

Other than the above responsibilities, staff members are expected to pitch in wherever needed to further the organization's vision & mission.

Experience:

- 2 years of work experience (minimum) in the development sector.
- Bachelor's degree in Social Work/Design/ Other Relevant Disciplines.
- A Masters degree is preferred.
- Expertise with social work & Grassroots level engagement.
- Exposure and expertise on Project Management & Ecosystem Building techniques.

Competencies and Skills:

- Ability to inspire confidence and create trust in the team & across all stakeholders.
- Ability to nurture and strengthen relationships at all levels.
- Tool designing skills in the context of the program.
- Data analysis, reporting and presentation skills.
- Exceptional writing/editing and oral communication skills in English and Hindi.
- Ability to understand the pulse of the ecosystem and make well informed decisions.
- Analytical abilities and Problem-solving skills.
- Ability to manage a team and deliver targets on time.
- Computer fluency- Expertise in MS Office, the knowledge of a designing tool would be a plus.

Contact Information

Interested candidates may send an email to roopali@fosterandforge.org along with their resume. The subject line should be “Application for Program Mentor”.

To know more about us please follow the links below:

Website: www.fosterandforge.org

Facebook: <https://www.facebook.com/fosterandforgefoundation>

Instagram: <https://www.instagram.com/fosterandforge/>

LinkedIn: <https://www.linkedin.com/company/foster-and-forge>

Twitter: <https://twitter.com/fosterandforge>

YouTube: <https://www.youtube.com/channel/UCvF84V6iRCmdsJuPgfENK4Q>

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