

## **Job Description - Program Manager Fellowship (Rural Block)**

The Organization Fellowship aims to nurture young changemakers in education who work closely with government school ecosystems to enable holistic development for children. The fellowship integrates a whole-school transformation approach, where Fellows work alongside teachers, school leaders, and communities to strengthen student learning, wellbeing, and school culture. As a Programme Manager, you will lead the implementation of the fellowship across a cluster of government schools in a rural block, coaching Fellows and partnering with block-level education stakeholders to drive sustainable improvements in schools. In the next decade, the Organization Fellowship aims to impact the lives of one million children, and this role will be critical in building strong models of school transformation that can be sustained within the government system.

### **Roles & Responsibilities of Programme Manager:**

- Coach and mentor Fellows to strengthen their teaching practice, leadership skills, and ability to drive whole-school transformation outcomes.
- Support Fellows in working with Headmasters and teachers to improve classroom practices, student engagement, and school culture.
- Build strong partnerships with block-level education stakeholders such as BEOs, BRTEs, and school leaders to align fellowship efforts with government priorities.
- Track progress across Fellows and schools through school visits, data reviews, and regular reflection processes to ensure program outcomes.
- Contribute to fellowship priorities such as recruitment and selection, strategy development, donor reporting, and strengthening the program model

### **Preferred Education Qualification / Experience:**

- Experience of managing people / projects
- Teaching and/or content creation experience is desirable
- Any Graduate, post-graduate or fellowship
- Experience in managing/designing a fellowship would be an advantage

### **Knowledge, Skills and Abilities:**

- Prior experience teaching in a formal classroom & an ability to coach people to be exceptional teachers

- Ability to design and drive outcome-oriented plans through the team's collective effort
- Ability to design and facilitate adult learning spaces
- Ability to gather and analyse data to inform decisions
- A good understanding of the education ecosystem including policies, curriculum frameworks and functioning of school systems.
- Good written and verbal communication skills in English and Tamil
- Good computer knowledge and MS Office skills.
- Emotional maturity to work with the perspectives and needs of diverse team members
- Highly resourceful team-player, who is also self-driven.
- Forward looking thinker, who actively seeks opportunities and proposes solutions

**Other Information:**

- Scope: Full time
- Designation: Programme Manager, based on the candidate's profile
- Reporting to: Associate Director, Organization Fellowship
- Remuneration: Rs.8-9.5 LPA, negotiable based on the candidate's profile
- Expected Joining Date: Immediate
- Location: Anamalai Block, Coimbatore District
- Minimum commitment: Three years

Please share your resume at: [contact@pmspl.net.in](mailto:contact@pmspl.net.in)