

Job Title	Sn. Curriculum and Training Manager	Salary Range	INR 40,000/- month
Location	Delhi with frequent travels to LIFI's working sites	Position Type	Full Time
No. of Position	1	Reporting to	Programs and Partnerships Director
Travel Required	Yes	Job Category	Senior Level

About LIFI

Learning Initiatives for India (LIFI) is on a mission to create a sustainable ecosystem for children who have been excluded from the school system. Our vision is simple yet profound: पढ़ेगा हर बच्चा, बढ़ेगा हर बच्चा (Every child thrives): Access, Learn, Retain, Educate!

Through the Leadership and Development in Urban & Rural India Fellowship (LeAD UR India Fellowship), we empower Community Teacher Leaders (CTLs) to transform the lives of these children by connecting them to formal education, vocational training, or open schools. Together, we're reimagining learning for every child in India.

What We Need From You

The Senior Curriculum and Training Manager will oversee the development, execution, and evaluation of LIFI's curriculum and training programs, ensuring alignment with organizational goals and the needs of communities served. This role requires a highly motivated individual with strong leadership, instructional design expertise, and a deep commitment to youth and children's development.

Key Responsibilities

Curriculum Development and Oversight

1. Lead and manage LIFI's Curriculum Team, ensuring high-quality deliverables and timely outcomes.
2. Review and provide constructive feedback on curriculum content, including design and updates as needed.
3. Ensure that curriculum materials are culturally relevant, inclusive, and contextually appropriate for the targeted regions (Haryana, MP, Delhi, Gujarat and Bihar)
4. Handle external projects related to curriculum design and teacher training, ensuring high standards and collaboration with external stakeholders.

Training and Facilitation

1. Design, conduct, and evaluate induction and weekly training sessions for Community Leaders and Curriculum Team in collaboration with the Project Head.

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2. Plan and execute training sessions for the LeAD UR India Fellowship Program in coordination with Partner Leaders.
 3. Co-plan training sessions for Community Leaders, fostering capacity-building aligned with organizational objectives.

Coaching and Mentoring

1. Provide ongoing coaching and feedback to the Curriculum Team, ensuring professional growth and alignment with LIFI's mission.
2. Mentor Partner Leaders and ensure effective coordination and implementation of fellowship-related initiatives.
3. Observe field activities through periodic visits to gain insights, ensure alignment, and support ground-level teams.

Data-Driven Leadership

1. Analyze data to inform curriculum and training decisions, ensuring evidence-based approaches
2. Prepare reports and share insights with the Senior Leadership Team, highlighting progress, challenges, and recommendations.

Community and Stakeholder Engagement

1. Build and nurture relationships with key stakeholders, including community members, external partners, and the Student Advisory Board, to ensure inclusive and impactful program development.
2. Incorporate student voices and perspectives into curriculum and training strategies through regular engagement with the Student Advisory Board.

Program Management and Deliverables

1. Co-manage program timelines, ensuring deliverables are met as per project plans.
2. Provide feedback and support to the Project Head, ensuring smooth operations and cohesive teamwork.

Core Competencies and Values

1. Commitment to children and youth development.
2. Open to learning, adaptability, and flexibility.
3. Empathy, integrity, and valuing diversity.
4. Creativity, curiosity, and critical thinking.
5. Excellence in execution and reflection.

Key Skills You'll Bring

1. Strong report writing in both Hindi and English.
2. Ability to micromanage while maintaining a strategic focus.

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3. Proven skills in mentoring, communication, and facilitation.
 4. Stakeholder management and community engagement expertise.
 5. Digital proficiency (Google Drive, data analysis tools).
 6. Teaching experience including planning, execution, assessment, and reflection.
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Required Knowledge Areas

1. Contexts of out-of-school children, migrants, and rural education in key regions.
 2. Curriculum design and core education principles.
 3. Non-profit education spaces and youth-centric approaches.
 4. Managing and coaching teams effectively.
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Preferred Qualifications

- Bachelor's or Master's degree in Education, Social Work, or a related field.
 - 3+ years of experience in curriculum design, training, and program management.
 - Familiarity with the education landscape in rural India and its unique challenges.
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What Success Looks Like

- Curriculum materials are comprehensive, contextually relevant, and delivered on time, meeting diverse community needs.
 - Training programs empower Community Leaders and CTLs, resulting in improved facilitation and student outcomes.
 - Teams feel supported and mentored, consistently achieving high performance and delivering innovative solutions.
 - Data analysis informs actionable improvements, with clear evidence of impact on students and communities.
 - Strong relationships with stakeholders ensure student voices are integrated into program development.
 - All deliverables align with timelines and organizational goals, demonstrating efficiency and commitment.
 - LIFI's curriculum and training programs are recognized for innovation and excellence in the non-profit education sector.
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To Apply

If this role excites you, please apply through this link your application, along with your LinkedIn Profile or an updated resume.

Applications will be reviewed on a rolling basis. Please ensure your resume link is set to "anyone with the link can view."



पढ़ेगा हर बच्चा, बढ़ेगा हर बच्चा !
हर घर टीचर !

Ready to Shape the Future of Learning?

Join us as a Senior Curriculum and Training Manager, where your expertise in curriculum design, training, and community engagement will create meaningful impact. Drive innovative educational solutions, empower leaders, and ensure every voice is heard. Let's transform education together!

R-6/52, Sector-9, Parvana Vihar, Rohini, Delhi - 110085

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