



## About Peepul

Peepul is an education-focused non-profit. **We dream and work towards creating an education system in India that enables 'every child to realize his/her potential.'**

We work closely with governments at the national, state and Corporation levels to transform government schools and government systems. The poorest children in India study in government schools and too many of them are falling through the cracks. We are determined to ensure that they receive a high-quality education to help them succeed in life.

We are restless, resilient and reflective. We aim high, we innovate, we work smart, we work as a team and we use rigorous research to inform our work. We run systemic education programmes that, together, ensure that we adopt a holistic view towards improving state education systems.

- i. **Exemplar Schools:** we run exemplar schools in partnership with the government to show what 'great' looks like. Starting with one school with 9 children in 2015, we now have a network of 3 schools that directly impact 1,000 children.
- ii. **Systemic Interventions:** we create systemic influence through large-scale interventions such as teacher training, capacity building of government education officials, working with district and state-level training institutes and advising on policy reform.
- iii. **Government Policy and Advisory:** we advise state governments on improving governance and accountability structures through our work on quality assurance, levers for school improvement and knowledge as practitioners of quality improvement.
- iv. **Thought Leadership:** we recognize the criticality of institutionalizing and codifying our best practices, content and processes so that they can be standardized, scaled and can be adopted by government systems to improve government schools as well as shared more widely with the education ecosystem in India.

We are a fast-paced organisation that aims high. This year, we are broadening our reach to additional states and Corporations with the aim of working with 2,500 schools, 15,000 teachers and 100,000 students in 2020. By 2023, we will reach 1,000,000 students, 30,000 teachers and 10,000 schools.

**Website:** <http://peepulindia.org/>



## Job Description: Programme Analyst

**Reports to:** Programme Manager  
**Location:** Indore/Dewas/Bhopal, Madhya Pradesh  
**Start date:** Immediate  
**Salary:** Commensurate with experience

### Role Context

To improve the quality of the public school system and improve learning outcomes, the Department of Education, Government of Madhya Pradesh (GoMP) is on an ambitious reform agenda. This reform agenda includes a focus on accountability and governance, structural administrative reforms, capacity-building of the state sector and learning from innovations and international best practices in pedagogy and delivery.

Peepul (in its previous branding as Ark India) has partnered with the GoMP to strengthen learning outcomes, primarily through the roll-out, scale-up and implementation of the Shaala Siddhi programme, a school-level quality diagnostic. Shala Siddhi (so far rolled out to 25,000+ schools across all 52 districts in the state) has been instrumental in creating a common language around school quality – a common understanding of ‘what good looks like’. Through this partnership, we have also developed a deep understanding of the MP context, education landscape, and administrative support structures at the ground-level.

Peepul will now continue our partnership with GoMP through a **multi-year state-wide professional development ecosystem program under the aegis of *CM-RISE*** that is focused on strengthening and evolving how teacher and academic officials professional development happens in the state. The program aims to envision and create a holistic blueprint for all professional development interventions in the state, encompassing digital and blended trainings, learning communities and in-school coaching and bring all teacher development initiatives of the state **under one integrated, holistic umbrella**.

The programme is envisaged to have a multi-layered approach: of setting up and scaling digital training for teachers, academic officials and various other education functionaries, building strong monitoring mechanisms for teacher support and creating exceptional cadre of mentors for teachers in the state of Madhya Pradesh.

This flagship program will also serve as an exemplar of innovative teacher professional development ecosystem for other states in the country.



## Role Description

The role of the **Programme Analyst** is critical to the success of the continued partnership with the Government of Madhya Pradesh towards achieving quality education for all, and to Peepul's strategic objective of supporting quality improvement in the public school system in India.

As part of our state transformation efforts in Madhya Pradesh, we are impacting the teacher professional development ecosystem in the state for ~2.7 lakh teachers. This is a flagship program that will be implemented across all 52 districts of MP, to support the teacher's capacity building and help them become high performing teachers who can cater to the needs of all their children.

This is therefore an exciting opportunity for a highly motivated individual to play a key role in a flagship reform initiative with enormous potential impact. The Program Analyst will therefore be someone who can lead creating and strengthening technical backbone of the program. This role is for someone who can understand existing technical infrastructure of the state and leverage it to create solutions that improve delivery of the teacher development program. An ideal Program Analyst would be someone who understands both data analysis and tech and can work at the cusp of these skills.

## Key responsibilities

### To support setting up of technical backbone of the program

- Lead thinking on integrating data sources from multiple platforms into a single unified view.
- Liaison with the state MIS and NIC teams on building out user dashboards, reports and analytics based on program and state requirements.
- Build understanding of existing technical architecture of existing tools in the system and design solutions within the existing architecture.
- Work with the program team to understand program requirements and document them for technical partners of the program.

### To set up processes and systems for data analysis to enable effective decision-making in the programme

- Set up systems for data collection, monitoring and dissemination of the programme's progress and impact



- Provide data-driven insights to district, block and cluster level officials on implementation status in the ecosystem
- Liaison and elicit support from the cluster and block officials (e.g. Academic Coordinators) towards enabling collection, collation and analysis of relevant data
- Provide recommendations for course correction, adaptation and improvement of the programme, based on the data
- Present the findings and insights with credibility, to senior government stakeholders, including the senior-most bureaucrats in the state

#### **To support in the reporting, monitoring and evaluation of the programme**

- Capture and share stories of impact, learnings and best practices through newsletters, video documentation, reports, etc.
- Own the documentation and organizing of data and insights so that they may be referenced and accessed easily by members of the team
- Lead evaluation procedures for the programme – ensuring that the assessment of students’, teachers’, head teachers’, mid-level officials’ and overall schools’ performance and progress is accurate, reliable and timely – working with Peepul’s M&E Manager

#### **To support the Programme Manager in operational excellence of the programme as a proactive and supportive team member**

- Support in programme implementation as required, including leaning in on stakeholder management, training setup, programme design and troubleshooting
- Work towards setting up a strong team culture that is based on high expectations from all stakeholders and razor-sharp focus on impact

### **Person Specification**

#### **Experience:**

- A graduate/post-graduate degree in Social Work/Statistics/MBA in Rural Management will be desirable
- Basic knowledge of coding, technical architecture would be desirable.
- Experience with web-based data collection management, monitoring survey and managing field work
- Preference will be given to candidates with work experience in roles dealing with data analysis, application design for governance projects.



### Behaviours and attributes:

- Smart, quick and independent problem-solver, with the ability to formulate clear hypotheses and structures
- Ability to create technical documentation and liaise with both tech and non-tech stakeholders effectively.
- Ability to perform end-to-end analysis with large quantitative data sets and qualitative information, to create relevant insights
- Proficiency in data visualization and presentation
- Knowledge of statistical tools and techniques
- Advanced Excel proficiency including Pivot tables, vlookup / hlookup, graphs etc.
- Ability to contextualize and customize recommendations to enable the audience to absorb the information and insights, and to drive transformation
- Bias to action, with an ability to stepback and see the larger picture
- Intellectually curious, open to learning
- Flexible and adaptable style, responding positively to changing demands
- Strong interpersonal, written and oral communication skills
- Ability to build strong and sustainable relationships across all layers of government hierarchy
- Enthusiasm for taking on a start-up role, in what will be a fast-paced, growing, changing network
- Performance orientation - sets and achieves high standards for self and others

### Recruitment Process

To apply, please send a copy of your resume along with a covering letter explaining why you are interested in applying for the role, to [recruitment@peepulindia.org](mailto:recruitment@peepulindia.org) with a cc to [Sonali.soni@peepulindia.org](mailto:Sonali.soni@peepulindia.org), ensuring you specify the role you are applying for in the subject line of the e-mail. Please include the details of at least two referees within your application.

### Selection

The selection process will involve written tests/assignments, interviews and live demonstrations of expertise (e.g. taking a classroom session), with the senior management team of the organization.

### Reference checking & Probation

As you will be working with children this role will be subject to enhanced background checks. Additionally, all new staff will be subject to a probation period of three months.



## **More about Peepul**

### **Who we are and how we work:**

One principle unites us in all our endeavours: we put children first.

We believe that all children should have choices in life. And we must fight to make this happen. Sometimes that means making difficult decisions – we'll have to say or do things that are hard for us and for other people.

All our actions are driven by what is best for the children we work for.

### **We are:**

#### **Restless**

We are proud of our achievements but know that there is so much still to do. So, we never stop striving, and we are ready for new challenges. We will work on new projects, in new communities, wherever we think we can make a difference. We are never complacent.

#### **Reflective**

We are self-critical. If we think we could have worked in a better or smarter way, we acknowledge that and learn from it.

#### **Resilient**

We know that our task is not an easy one. But we are determined to transform children's lives, despite setbacks. When we encounter obstacles, we do not give up. We are tenacious and will see things through.

### **When we work, we:**

#### **Aim high**

We have the highest expectations. We ask everyone to give their best in everything they do. The children at our schools are expected to aim high, and the staff at ARK does the same. We don't accept excuses, and we don't make excuses.



### **Use rigorous research**

We use the latest research and data in all our work, and we scrutinise our results. Our approach is evidence-based, and we direct our resources to those projects that we are sure will make a difference.

### **Work smart**

We work hard to achieve our aims. But, more important, we work smart.

We are systematic, seeking models that are already successful and finding ways of building on that success. We share our expertise – between teams, between schools, across the world. This way, we maximize our results.

### **Work as a team**

Tough challenges take grit and determination, and teamwork too. None of us can succeed on our own. We need to support and learn from each other, and we work best when we work as a team.

Together, we make the biggest difference.