building skills for life

POSITION SUMMARY:

Job Title: Teacher, Middle School (Social Studies)

Location: Limboni Baug Mumbai Public School, Govandi (may require limited travel outside Mumbai)

Employment Type: Full-time, 6 days a week, 7 am to 3 pm (with two-term breaks)

Reporting to: School Lead / Associate Lead, Khoj

Apni Shala was co-founded in 2013 with a vision "to build social and emotional competencies among individuals to constructively engage with society and have a harmonious coexistence". Our approach to Social Emotional Learning (SEL) is informed by the Collaborative of Academic Social and Emotional Learning Framework(CASEL, USA), Narrative Practices, Diversity & Inclusion, Constructivist Learning Theory, and Mindfulness. The foundation is funded by grants and donations from individuals and institutions. To know more about our work, watch The Apni Shala Story.

WHAT WE ARE LOOKING FOR

- Deep commitment to work towards wellbeing and SEL of students and other stakeholders
- Ability to adapt and respond to difficult and uncertain circumstances
- Spirit of collaboration and trust in working with and supporting a team
- Inclination and openness to continuous learning, feedback and growth
- Ability to engage with and solve for inequity and exclusion with compassion
- Commitment to one's own social emotional development and healing
- Ability and willingness to step in for responsibilities above and beyond the assigned role
- Interest in working with government / low-income schools

ROLES AND RESPONSIBILITIES

- **Student learning**
    - Plan, design and develop experiences and activities that promote the academic, physical, cognitive, social and emotional development of all the students.
    - Create a safe and caring environment for students that fosters learning.
    - Actively research and enrich facilitation/teaching skills through contemporary educational practices.
    - Use varying instructional and pedagogical practices to meet different learning needs.
    - Effectively use mediums of art, drama, stories, games, etc. to engage students in learning following the framework provided in the curriculum.
    - Establish effective classroom procedures (transitions) and help create an SEL-aligned environment in the classroom/school.
    - Clearly articulating learning expectations for students.
    - Design grade appropriate projects and exposure for students.
    - Plan experiences focusing on Integrated learning approach.
- **Assessment**

    - Thoughtfully design and implement inclusive and differentiated facilitation of formative, summative assessments of Student's development cognitively, socially, emotionally, and physically.
    - Continually monitor and evaluate students' performance, behavior, social development, and physical health.
    - Analyzing students' learning growth and strategizing differentiated support for learning and development of the students.
- **Caregiver engagement**
    - Participate in caregiver meetings with the social worker.
    - Plan and facilitate all caregiver-teacher conferences throughout the year to share the progress of the child's learning and development.
    - Visit homes of students towards building relationships and understanding the context of students and families.
- **Documentation and reporting**
    - Document all classroom activities by regularly recording attendance, photographs, session proceedings, etc in formats/software provided.
    - Create reports on the progress of students you work with.
- **Professional and administrative responsibilities**
    - Track and record all inventory with assistance from the helper and admin team at Apni Shala.
    - Ensure that space and resources in the class are used and maintained effectively.
    - Invite and engage volunteers assigned to the class.
    - Build meaningful relationships with various stakeholders for advancing organisational vision.
    - Co-plan and execute school-based events with the Khoj/Apni Shala team.
    - Attend all meetings with the school team and organizational level meetings.
    - Support and participate in continuations of students' learning by substituting in across the school as per the need.
    - Planning and making teaching resources as per the plans and the need of the learning experiences for the students.
- **Self and Peer/Team Development**
    - Work towards personal and professional development (PD) goals of self and peers by actively participating in organizational PDs and other relevant workshops/courses or reading and researching on relevant themes, co-planning and collective work.
    - Facilitate supervision meetings with teaching interns aimed at building a practice of reflection, personal and professional development.
    - Participate in supervision meetings facilitated by your supervisor aimed at building a practice of reflection, personal and professional development.
    - Participate in review processes for the team and self.
    - Participate in practice-based resources (articles, videos, podcasts, etc) that are produced by the Apni Shala team.
- **Organizational development**
    - Participate in resource mobilisation, fundraising, advocacy, communications, culture building and other related activities as guided by the organisation.
- **Partnership and Relationship Development with Government Stakeholders**
    - Build healthy relationships with government staff in the school.
    - Work with the team to ensure government regulations and compliance requirements are met in a timely manner.

QUALIFICATIONS, SKILLS AND ABILITIES

- B. Ed. (with SST focus) and Masters / Bachelors in History/Geography.
- 2 years of teaching experience in a school setting.
- Well developed oral and written communication in English
- Fluent conversational skills in Hindi and/or Marathi
- Practice or experience with diverse modalities such as art, movement, project-based learning, etc.
- Ability to build and nurture relationships with young learners of 8 to 14 years of age
- Fluency in using Microsoft office, Google Apps (Drive, Docs, Sheets, Slides)
- Flexibility and ability to change as per contextual needs
- Ability to plan and problem solve to make context informed decision in the interest of student wellbeing and learning
- Proficiency in using Zoom, Google meet or other online platforms for facilitating online learning

APPLY NOW

Send your resume and cover letter by email to **hr@apnishala.org** and **vivek.zombade@apnishala.org**. Please mention "**Application for Teacher (Social Studies)**" in your subject line. In your cover letter, do tell us why you would like to work with Apni Shala in this role. For more about Apni Shala, please visit www.apnishala.org.