



POSITION SUMMARY:

Job Title: Curriculum Lead, SEL-Aligned Academics

Location: Based in Mumbai (may require limited travel outside Mumbai)

Employment Type: Full time, Monday to Friday (2 Saturdays working in a month)

Reporting to: Associate Director, Curriculum and Frameworks

ABOUT APNI SHALA

Apni Shala was co-founded in 2013, and has been working towards building social and emotional competencies among individuals to constructively engage with society and have a harmonious coexistence. We are working towards a 3-fold mission:

- creating promotive and preventive mental health programs in partnership with schools
- offering professional development opportunities to teachers, educators and mental health professionals
- running a research-based school that integrates academic, and social and emotional competency development.

Apni Shala's Social Emotional Learning (SEL) approach is informed by Collaborative of Academic Social and Emotional Learning Framework(CASEL, USA), Narrative Practices, Diversity & Inclusion, Constructivist Learning Theory, and Mindfulness. In the last ten years, Apni Shala has worked with over 11000 students. Our work is aimed at students, teachers, and caregivers in the ecosystem. Apni Shala is funded by grants and donations from individuals and institutions. We strongly believe that each team member's passions fuel the organisation's growth and direction . Personal and professional development of our staff is therefore important to us at Apni Shala, and it forms a major part of every team member's journey with the organization.

WHAT ARE WE LOOKING FOR?

- Deep commitment to work towards wellbeing and SEL of students and other stakeholders in the education system
- 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
- Inclination and willingness to explore and design innovative ideas and rigor to put them into action for fundraising and partnerships
- Ability and willingness to step in for responsibilities above and beyond the assigned role

ROLES AND RESPONSIBILITIES

Student learning and assessment

- Design the academic curriculum (7-10) integrated with social-emotional learning outcomes based on Apni Shala's SEL framework and in alignment with Maharashtra Board
- Review and revise the academic curriculum (K-6) integrated with social-emotional learning outcomes based on Apni Shala's SEL framework and in alignment with Maharashtra Board
- Design an inclusive and differentiated student assessment framework and strategies in relation to curriculum in consultation with the Director, Khoj and other experts or advisory members
- Support teacher-leaders with curriculum coaching and instructional support

Supervision and Team Development

- Lead and/or supervise team members to support them in subject-level curriculum development
- Participate in the performance management processes for team members
- Create a plan for and facilitate the personal and professional development of teachers, through teacher training, observations, reflections, and in-class demonstrations.
- Participate and assist in implementing capacity-building sessions using internal and external resources
- Ongoingly build an Apni Shala values-aligned team and a healthy team culture
- Recruit, interview and select appropriate staff in coordination with the HR team
- Co-plan and execute school-based events with the Khoj and larger Apni Shala team
- Contribute in all meetings with the school team and organizational level meetings

Self and Peer Professional Development

- Work towards personal and professional development (PD) goals for self and peers by attending organizational PDs and other relevant workshops/courses or reading and researching on relevant themes, co-planning and collective work.
- Participate in supervision meetings facilitated by your supervisor aimed at building a practice of reflection, personal and professional development
- Facilitate sessions with students towards developing a field level understanding of facilitation challenges and contexts

Organisational Development

- Build meaningful relationships with various stakeholders to advance organisational vision
- Contribute to the strategy and planning for resource mobilisation, fundraising, advocacy, communications, culture building and other related activities as guided by the organisation

- Participate in resource mobilisation, fundraising, advocacy, communications, culture building and other related activities as guided by the organisation

QUALIFICATIONS, SKILLS AND ABILITIES

- Minimum of 6 years of work experience (that includes at least 2 years of work on curriculum design and development for different subjects, and at least 4 years of teaching experience with grades 5 and above)
- Well-developed oral and written communication skills in English and fluency in conversational Hindi and/or Marathi with students, stakeholders, and colleagues
- Well-developed project management skills
- Well-developed content writing, and research skills
- Effective facilitation skills with students and adults learners
- Ability to offer and receive constructive feedback and create plan of action for improvement
- Ability to collaborate and cooperate with team members
- Experience leading, managing or supporting teams
- Ability to problem solve, recommend and implement solutions
- Fluency in using Microsoft Office, and Google Apps (Drive, Docs, Sheets, Slides)

APPLY NOW

Send your resume and cover letter by email to hr@apnishala.org. Please mention "**Application for the position of Curriculum Lead, SEL-aligned Academics**" in your subject line. In your cover letter, tell us why you would like to work with Apni Shala in this role.

For more about Apni Shala, please visit Apni Shala online at www.apnishala.org | apnishala.wordpress.com | facebook.com/apnishala