

Job Description: Strategy Consultant, CEO's Office

Nature of employment: Full-time

Reporting to: CEO

Location: New Delhi, Delhi

About Peepul

Peepul is an education-focused non-profit organisation committed to transforming India's education system and enabling every child to reach their full potential. We work closely with national, state, and local governments to transform government schools and government systems. Currently, we work with governments in Delhi, Madhya Pradesh and Chhattisgarh to meaningfully have an impact across ~325,000 teachers and 9.75 million+ students across 100,000+ schools.

At Peepul, we collaborate with school systems to build the capacity of leaders, teachers, and institutions. We advocate for policy improvements, support mentoring and monitoring, and enhance student-teacher engagement in classrooms. Our work has been recognized internationally, including receiving the Commonwealth Education Awards for Innovation and being featured in reports by respected organisations like the UN and the National Ministry of Education, India, and we are well-funded by both Indian CSR and prominent international Foundations working toward a common purpose of excellent education for the most disadvantaged sections of society.

Driven by our core values of impact, excellence, and leadership, we are a restless, resilient, and reflective organisations. Our team of 200+ employees is passionate about creating lasting change and is rewarded competitively for their dedication. Join us in our mission to create a world where every child has equal access to high-quality education. Learn more about our transformative work at <http://peepulindia.org>.

Role Description

We are looking for a Strategy Consultant who will provide strategic, executive, and development support to the CEO. The Strategy Consultant serves as the primary point of contact for the CEO and will use excellent communication skills, a solid understanding of her needs and preferences and a sound sense of judgement. The Strategy Consultant will also serve as a liaison to the Board of Directors and senior management teams, organize and coordinate executive outreach and external relations efforts, and oversee special projects.

Responsibilities would include:

Strategic Portfolio Support:

- Provide strategic support to the CEO in aligning organizational objectives with overarching goals.
- Manage relationships with key stakeholders, investors, and board members.
- Take a lead role in hiring for critical positions within the organization.

- Support the team with problem-solving efforts in the CEO's absence, addressing critical challenges and driving solutions across various projects.

Project Management and Analysis:

- Conduct research on prospective corporate and foundation donors, evaluate current needs, and prepare proposal materials.
- Conduct detailed analysis across various projects, identifying opportunities for improvement and optimization.
- Devise and document strategic roadmaps, learnings, and insights derived from project activities, ensuring their internal and external applicability.
- Draft reports, letters of solicitation, and proposals, coordinating communication with donors and prospects on behalf of the CEO.

Thought Partnership:

- Serve as a strong thought partner for the CEO by actively participating in discussions and providing valuable insights.
- Support the ideation and execution of new initiatives within the project portfolios by collaborating with cross-functional teams.
- Facilitate brainstorming sessions and contribute innovative ideas to drive project innovation and success.

Qualifications and Role Requirements:

At Peepul, we seek talented professionals who are passionate about driving educational transformation and making a positive impact. We are looking for individuals who possess the following qualifications and meet the role requirements:

- **Work Experience:** We value both professional and personal experience. Candidates with 3-5 years of experience in management consulting and strategy/ project management roles, and preferred experience with the social impact sector. Additionally, experience working with government entities and familiarity with the Indian education system are highly desirable.
- **Soft Skills:** Excellent project management skills, a clear drive for results, strong communication skills, ability to multitask, ability to work at fast-pace and exceptional work ethic are critical to success in the role.
- **Language Proficiency:** English and Hindi

Compensation and Benefits

Compensation will be commensurate with the qualifications and experiences.

Peepul is a people-first organization, and offers a range of employee benefits, including a generous health insurance (for self, spouse and first two children), a generous leave policy, relocation benefits, PF, Gratuity, communication and travel reimbursements, etc.

How to apply

To apply for a position, click on the application link [here](#).

You will be required to upload:

- **Your CV:** Please ensure that your CV provides relevant information about your professional and personal experience and details of your academic qualifications. CVs can be one to two pages in length.
- **A cover letter:** We highly encourage you to use your cover letter to showcase your specific interest in working for Peepul and demonstrate how your qualifications align with the role you are applying for. A tailored cover letter holds significant importance in Peepul's recruitment process as it enables us to comprehend your motivations for the position, your relevant skills, and the clarity of your writing.

For any further queries related to our hiring process and timelines, please contact us at recruitment@peepulindia.org.