



#Engagement Alert

Position: State Coordinator (Short Term Engagement-Contractual) - 01

Company Name: Educational Initiatives (Ei)

Locations: Madhya Pradesh (Travel Required in 10 district)

Qualification: MBA/MSW/Graduate with 2-3 years of experience with relevant field

Experience: Minimum 2-3 years managing operations in education sector projects

Duration: November 2024- March 2024

Engagement Overview:

Educational Initiatives (Ei) is looking dynamic and enthusiastic individuals with experience in project management and field operations to serve as State Coordinators for a qualitative and quantitative evaluation of Foundational Literacy and Numeracy (FLN) projects in Madhya Pradesh. As a Project Coordinator, the incumbent will be responsible for assisting in the hiring and managing of Research Associates, overseeing logistics management, including government office visits and school visits, coordinating training sessions provided by Ei (4-5 days comprehensive training). Ei team will provide necessary training to perform the assigned task. Applicants who lived in these particular states are preferred.

Responsibilities:

- Source and shortlist resume for research associate positions.
- Identify and coordinate for training locations, venues, and field activities.
- Manage logistics for training and data collection, including hotel and vehicle bookings.
- Liaise with government officials and school headmasters.
- Develop and implement a data collection plan, ensuring daily targets are met.
- Provide daily completion reports.
- Coordinate with vendor partners for all logistical needs and data collection.
- Visit government offices and schools as required.
- Actively participate in daily reflection calls held by Ei
- Ensure 100% adherence to project deadlines

About the Company:

Educational Initiatives (Ei) is an ed-tech company that leverages the twin levers of cutting-edge research and technology-based solutions approach to revolutionize how children engage in the K-12 education space and learn. Ei is the largest educational research and assessment organization in South Asia and is known for its world-class work and products. Our vision is to create a world in which children everywhere learn with understanding. To know more about us, kindly visit <https://www.ei.study/>

Compensation:

Rs. 30,000 to 35,000 per month (based on candidate's experience). Food, travel, and accommodation expenses will be borne by Ei as per the company policy. Additionally, on the successful completion, SC will receive a certification from Ei.

Interested candidates who are willing to do extensive travel can apply by sending their profile/CV at chitrasen.verma@ei.study and cc to kashinath.jha@ei.study with the subject line: **Application to engage as a State Coordinator for FLN project in MP**