



**Profile** – Coordinator

**Location** – Ramanathapuram, Tamil Nadu

### **About the Learning Links Foundation**

Learning Links Foundation (LLF) is an ISO 9001-2015 certified non-profit organization, working in the field of formal and non-formal education, dedicated to improving learning levels, promoting innovation, fostering 21st-century skills, and enabling systemic changes in the ecosystem. Established in 2002, the foundation works with partners from the private, public, and non-profit sectors to identify opportunities, address challenges, and transform the Indian education landscape.

Company Website: [www.learninglinksindia.org](http://www.learninglinksindia.org)

### **Roles & Responsibilities**

- Secure necessary location/state program approvals from the Department of Education and NITI Aayog for the respective locations.
- Provide bi-monthly updates to government officials and stakeholders.
- Support the team members identifying the required number of ATL schools to reach targeted teacher and student engagement. Build strong relationships with the school management at allocated ATL schools.
- Responsible for the end-to-end implementation of the program in the assigned locations.
- Ensure 100% participation from identified teachers in scheduled training sessions.
- Provide continuous support to teachers through M&E visits, training sessions by giving constructive feedbacks.
- Organize the teacher training sessions in the respective locations.
- Design and implement annual program strategies for designated locations.
- Implement a quality evaluation framework for teacher workshops that assesses compliance with global standards.
- Identify and enrol the projects in Olympiads and state/ central level competitions to highlight the students work.
- Collect/Create success stories and case studies from the respective locations.

### **Competencies and Skills**

- Strong training skills and experience of team trainings.
- Good exposure of M&E strategies. Knowledge of working on STEM projects.
- Secure all necessary government approvals for locations before the academic year begins.
- Assist the team members in reaching a minimum of 12,000 students, 120 schools, and 200 teachers in assigned locations for the academic year.
- Organize at least 10 training sessions annually in the respective locations. Facilitate a minimum of 5 project registrations for national competitions from each location.
- Organize science fair, juniors pitching event, and Celebration Event in the respective locations.
- Conduct quarterly meetings with government officials, providing comprehensive reports to ensure transparency & foster collaboration.

- Maintain error-free submission of documents.
- Optimize travel expenses by 10% and reduce bulk printing costs of workshop materials by 20%.
- Achieve a 20% increase in overall impact compared to the previous year. On-time submission of a minimum of 4 case studies meeting global standards annually.
- Ensure features in at least 6 news/media articles annually, with timely submissions.

**Qualification & Experience:**

- 2-3 years of Experience in Training Teachers & Students managing Team.
- Graduation in Science is preferred.
- Good spoken and written communication in English and Tamil.

**Compensation**

As per industry standards

**How to Apply**

Apply through the portal or send an email with your resume to - [hiringllf@learninglinksindia.org](mailto:hiringllf@learninglinksindia.org)