



The Akanksha Foundation is a non-profit organization with a mission to provide children from low-income communities with a high-quality education, enabling them to maximize their potential and transform their lives. Akanksha works primarily in the field of education, addressing formal education by initiating school reform through its School Project. Currently, Akanksha reaches out to the 7000 children through its 20 schools in Mumbai and Pune.

**Position: School Leader**

**Function/Team:** Akanksha School

**Location:** Pune

**Compensation:** Based on skill sets, experience and sector standards

**Position Summary:** As an Akanksha School Leader, you will oversee all instructional, operational, enrichment and community initiatives at the school. You will ensure that high standards of excellence are maintained in your school by building a motivated, skilled team of teachers, developing a strong academic program, engaging families in their child's education and creating a positive, achievement-oriented school culture to facilitate holistic education that is inclusive of building 21<sup>st</sup> century skills.

**Overview of the Team:** The Akanksha Schools aim to be high-quality schools serving children from low-income communities in Mumbai and Pune. These schools work in partnership with local municipalities, with the vision of creating small clusters of model schools in these cities that can be used to impact the mainstream education system. The School team comprises teachers, social workers, administrative staff and helpers led by the School Leader.

### **What your role will entail**

- Setting a strong culture conducive to high quality work and well-being of all stake holders.
- Setting ambitious skill based goals, along with teachers, for students' academic achievement in all grades and subjects.
- Setting ambitious goals to develop soft skills in children that address their social and emotional development
- Structuring, planning and executing cohesive professional development opportunities for teachers which is inclusive of all three areas of school development – academic achievement, youth development and community engagement
- Modelling effective lessons and instructional strategies
- Overseeing collection and analysis of student data to drive school initiatives

- Ensuring documentation and collection of effective plans/other resources from teachers
- Overseeing the design of the parent engagement plan for the year
- Working with the social worker to ensure opportunities for parent engagement within the school community and SMC meetings
- Ensuring that the social worker is able to develop the team of helpers in each school
- Managing the operations and logistics of the school
- Maintaining positive relationships with school-based government officials
- Executing performance management system for all school-based staff
- Overseeing the school budget throughout the year
- Creating a safe environment for students, teachers and parents

### **What you need for this Position**

#### **Experience:**

- 5-7 years of teaching experience.
- Experience in school leadership (preferred)
- Experience training teachers (theory, classroom application and feedback).
- Experience in developing and documenting curriculum.

#### **Knowledge/Skills:**

- Strong understanding of pedagogical practices
- Ability to set and drive the School vision
- Ability to assign tasks, manage and build a rapport with school staff and team
- Organizational and time management skills
- Highly motivated, persevering, problem-solving and achievement-oriented attitude
- Strong inter-personal skills
- Flexibility in planning and working with a team
- Fluency in English, Hindi and Marathi

#### **Education:**

- Bachelor's/Post Graduate Degree