



Job Description: PROGRAM LEAD (EL CREATE)

About Enabling Leadership

We have a mission to change the world and we're looking for like-minded individuals to join us! At Enabling Leadership, we believe that creating a different generation of "leaders" is the solution to most of the complex global challenges we face today.

Our unique programs, "EL - Create" (music), "EL - Play" (football) and EL- Build (Lego) are designed to equip children, especially those who are economically and educationally marginalized, to rewrite the definition of being "successful". It is essential to redefine this in terms of people who take responsibility for their own individual, and our shared, combined futures. Our young "leaders" demonstrate and embody these values, principles, behaviors, choices and actions, recognizing that in order for me to win, everyone must win.

Every child can, and should be a leader – a role model, a global citizen and a positive contributor – it is critical for every individual to be this kind of a leader, and not just a handful of people. Now, more than ever, children need to recognize that we live in a shared world and we must learn to collaborate, think creatively and inspire positive action. Learn more at www.enablingleadership.org

Working at Enabling Leadership

As a culture-first organization, we are looking for individuals who embody the values and behaviors we work tirelessly to teach our students every day. Our teams have the opportunity to work with a diverse set of stakeholders including children, parents, school communities, sportspersons, musicians, artists, volunteers, nonprofits, media and educational institutions, and corporates amongst others. We look for individuals who pride themselves on high performance and productivity, whilst also prioritizing individual wellbeing (we don't limit sick leave days, we believe every employee's health comes first!). Our staff design and manage their own schedules, choose where to work from (no cubicles!), and have a dynamic leadership team to work with. Our priority is to develop passionate, responsible, creative and accountable employees, championing our values in today's world.

EL Create Program

EL Create is a group-based music learning program that enables children from under-resourced schools to tell the stories of their dreams and communities. Through enabling children to write original songs and hosting public performances, the program enables important leadership skills in students. The Program Pedagogy focuses on building functional fluency over technical or theoretical learning for students.

EL Create curriculum comprises four key aspects - Singing & performance, synthesis, knowledge fundamentals & making music.

**Function:**

The Program Lead - EL Create will lead the program design, curriculum development and research, programmatic capacity building of EL Create team across all program sites (India and international sites) and strategic external facing programmatic engagements.

Reports to: Head, Program Development and Monitoring & Evaluation

Location: Remote

Responsibilities and Deliverables:**A. Program Design, Research & Curriculum Development**

- Design overall program design, including events design, with clear outcomes, for the six-year EL Create Program
- Design curriculum progressions, year-wise and unit-wise curriculum overviews and lesson plans for leadership skill and technical skill development of students
- Enhance the current curriculum, experiment programmatic ideas/innovations, test/pilot them and roll out as required (EL 'Lab')
- Design and update Program Handbook and Guidelines, including Event Handbook for EL Create Program
- Conduct research and identify best practices to be included in EL Create curriculum
- Create (and consolidate) customized lesson plans (consisting of all the components like activities, drills, songs, reflection questions, etc), for different regions/languages/systems as per the Organisation's expansion plan
- Create mechanisms to document and share best practices
- Visit EL sites and observe sessions to identify challenges with regard to EL Create program implementation and work with Program team/city team to address the same
- Work in coordination with the Program team to strengthen the existing program

B. Training of City Teams

- Create the annual training calendar for EL Create Program
- Design training plans, create training content and implement a comprehensive training plan for Program Assistants (teachers) and Program Managers for all EL regions. This includes time-specific (Beginning Of Year & Mid-Year) and need-based training sessions round the year
- Create a repository of facilitation/teaching strategies, tools, guides, best practices reference material for EL Create Program Assistants and Program Managers. etc.
- Document EL training plans to create training manuals
- Identify and create a pipeline of external trainers to strengthen the training experience of city teams
- Support in-house local trainers in various EL sites globally
- Build capacity in Program Managers to lead Monthly Learning Circles in each city
- Support the city teams in their monthly sessions/learning circles
- Provide reactive support to the city teams based on requests, updates, and information from the city teams



- Plan and lead monthly connect sessions through calls and webinars with Program Managers and City Leads

C. M&E Support & Review

- Support the M&E Lead in designing monitoring systems for EL Create Program
- Review Program data and get insights for program development and training

D. Working in cross-program teams and other support functions

- Work with other Program Leads on program strategy, cross-program training, etc.
- Work with EL team members on EL Create Program Expansion
- Work with M&E Lead and other Program Team members to design a sound monitoring and evaluation tools for EL
- Work with the recruitment team to establish teacher recruitment criteria and processes

E. International Expansion

- Study the target country to contextualize the curriculum and training
- Work with the identified partner/team in the new country to prepare for program launch & overall setup of new site

F. Events

- Strategies and work with city teams on EL Create events across all EL sites and at National-levels.
- Create (and update as per need) a handbook for setting up and executing Elevate events at regional and national levels.

G. Programmatic Partnership Development

- Identify and develop partnerships to constantly enhance our programs and curriculum, and collaborations. This includes getting our curriculum and lesson plans vetted by external resource persons
- Benchmark our program and curriculum to other relevant programs in the world
- Identify external training opportunities for EL staff (UWC, Teach to Learn, Fortis, GMI etc).
- Attending relevant forums, conferences and workshops to spread the word about our work

Minimum Requirements:

- Bachelor's degree in any field
- At least 2-3 years of experience in curriculum design and training. Some experience in teaching preferred
- Strong knowledge of music. Experience as a musician, music educator or music writer, or any other field of music is desirable
- Excellent interpersonal and communication skills: the ability to successfully listen to, train, interact with, and communicate clearly
- Flexible work attitude: the ability to work productively in a team and multi-sectoral environment & independently;

**Most Critical Proficiencies:**

- Initiative towards and a sense of ownership towards work.
- Strong interest and connect to music and its potential to change lives.
- Passionate about and deeply committed about life-skill education for children in under resourced schools.
- Comfortable working in fast-paces, unconventional work environments.
- Excellent planner and highly organized.
- Very strong team player
- Proactive, self-managed and comfortable taking responsibility on their own, with the ability to manage timelines and multiple tasks.
- Strong organizational skills with exceptional attention to detail.

Essential Job Functions and Physical Demands:

1. This role involves some travel to various EL sites, both urban and rural
2. Sensitivity in working with multiple cultures and beliefs, and to gender equity.
3. Ability to work with sensitive information and maintain confidentiality.