



About the Organization:

Sol's ARC is a registered NGO that has been working in the space of inclusion for the past 20 years. We work with the most marginalised group of individuals, those who have disabilities, mental illness, critical illness or are violence-affected to ensure they have equitable access to education and economic opportunities. Through a lifespan approach, we work towards our vision- Every Child Learns, Every Adult Earns.

From working directly with individuals on margins to then partnering with some of India's leading NGOs like Educate Girls, Teach for India etc., we now work at a systemic level through our partnerships with two state Governments, Madhya Pradesh and Tamil Nadu. Our growth over the last 6 years has helped us grow from a few thousand individuals to now a reach of over 4 million beneficiaries.

Vision: Every Child Learns, Every Adult Earns

Mission: To create a scalable replicable model to reach every last child and adult.

Values:

- 1) Innovate to include
- 2) Bringing joy to all we do
- 3) Commit to excellence

Why Join Us:

Career Progression: We offer opportunities for professional growth and development, allowing you to advance your career while making a meaningful impact in the field of inclusive solutions.

Diverse Workforce: You will have the opportunity to work with a diverse group of passionate individuals who share a common goal of promoting inclusive education and creating positive change. We encourage candidates of all abilities to be a part of our team, as we are committed to fostering an inclusive and accessible workplace for all.

Collaborative Environment: We foster a collaborative work culture where teamwork, open communication, and shared ideas are valued, ensuring a supportive and engaging work environment.

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| Job title: Trainer (Special Educator) |
| Location: Mumbai |
| Reports to: Training Enabler |
| Key relationships: |

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| Internal: Project Heads, Executive Director External: Partner Clients, Teachers & Trainers. | |
| Role purpose: To Foster, conduct and oversee the training strategies for Sols ARC by conducting internal and external trainings and managing the stakeholders, including logistics and operational execution of the trainings plus creating training modules and Inclusive learning content. | |
| Key responsibilities | Deliverable Outcomes |
| | <ul style="list-style-type: none"> ● To conduct internal and external trainings ● Logistics and operational execution of the trainings ● Managing the stakeholders ● Creating training modules and Inclusive learning content |
| Key Task | <ul style="list-style-type: none"> ● To create annual training plan across all programs ● To create and review training content/modules ppts ● To create and review a resource material list needed for training ● Training plan - including schedule, participant list, venue, external trainers if needed, budgeting ● Constant communication with the stakeholder ● Inviting the stakeholders for trainings ● Creating and reviewing inclusive learning content as per the direction of the partner ● Research on disability specific content ● Collaborate with subject matter experts ● Updating and reviewing the training tracker |
| Person specification | |
| Qualification: | <ul style="list-style-type: none"> ● Sp. Ed / B. Ed / M. Ed ● Proficiency in conducting trainings in English and Hindi |
| Prior Experience: | <ul style="list-style-type: none"> ● 5 years |
| Essential skills: | <ul style="list-style-type: none"> ● Communication, Public speaking, stakeholder management, Training and facilitation skills, Data analysis and report writing, budgeting, ● Excellent training delivery and methodologies that facilitate learning ● In depth knowledge of Ms Office and strong online research skills ● Strong oral and written communication in English |

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| Essential attributes: | <ul style="list-style-type: none"> ● Logical reasoning and ability to capture the audience ● Diverse understanding of training content ● Ability to adapt according to different stakeholders ● Collaborative, team-focused, and willing to use skills to support others' work ● Ability to work independently and with digital tools, prioritize tasks, work under tight timeframes, and meet deadlines ● Humility, willingness to consider others' perspectives ● Commitment to gender equality, diversity, and inclusion |
| Other Specification | <ul style="list-style-type: none"> ● Must have a passion and charisma to train and travel across rural and urban places in India. |