



## **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.

<b>Job title:</b> Master Trainer & Curriculum Developer - English	
<b>Location:</b> Mumbai	
<b>Team:</b> Inclusive Curriculum	
<b>Reports To:</b> Curriculum Lead-English	
<b>Role purpose:</b> To design and develop the curriculum and train the teachers of Sols ARC and partner organisations.	
<b>Key Responsibilities</b>	Deliverable Outcomes
Curriculum Development	<ul style="list-style-type: none"> <li>• Design specialised pedagogy based on Sol's ARC Framework.</li> <li>• Develop activities, lesson plans, worksheets, and evaluations aligned with grade content.</li> <li>• Adapt and modify content for primary and middle school based on the National Curriculum Framework.</li> <li>• Act as a mentor for trainees, providing guidance and support.</li> <li>• Collaborate with partners to ensure effective implementation of the curriculum.</li> <li>• Apply specialised teaching and assessment techniques for special needs students.</li> <li>• Provide additional support and resources as needed.</li> </ul>
Training	<ul style="list-style-type: none"> <li>• Conduct comprehensive training sessions for educators, imparting the developed pedagogy effectively.</li> <li>• Meticulously prepare training materials, schedules, and conduct insightful sessions.</li> <li>• Extend training expertise to Master Trainers from partner organisations, fostering a collaborative learning environment.</li> <li>• Serve as a mentor, offering guidance and support to trainees throughout the learning journey.</li> </ul>

<b>Person specification</b>	
Qualification:	<ul style="list-style-type: none"> <li>• Post Graduate with a background in English &amp;/or Phonetics.</li> </ul>
Prior Experience:	<ul style="list-style-type: none"> <li>• 3 to 5 years of experience in curriculum development and teaching English to pre-primary, primary &amp; middle school students.</li> </ul>

Essential skills:	<ul style="list-style-type: none"> <li>• In-depth knowledge in MSOffice and strong online research skills</li> <li>• Strong oral and written communication in English</li> <li>• In-depth knowledge of pedagogical approaches in teaching English</li> <li>• Highly organised and capable of planning, managing, and executing initiatives from start to finish</li> <li>• Skill to write and articulate/communicate complex ideas in simple, understandable terms</li> </ul>
Essential attributes:	<ul style="list-style-type: none"> <li>• Collaborative, team-focused, and willing to use skills to support others' work</li> <li>• Knowledge in the special needs sector is an added advantage</li> <li>• Ability to work independently and with digital tools, prioritise tasks, work under tight timeframes, and meet deadlines</li> <li>• Humility, willingness to consider others' perspectives</li> <li>• Commitment to gender equality, diversity, and inclusion</li> <li>• Observation and Monitoring skills</li> </ul>

<b>Other Specification</b>	<ul style="list-style-type: none"> <li>• Must have a passion and charisma to train and travel across rural and urban places in India.</li> </ul>
<b>Working Hours</b>	10 am – 6 pm / Mon-Fri

To apply, [Click here](#).

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