



## 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 four state Governments, Madhya Pradesh, Meghalaya, Uttar 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> Program Trainer
<b>Location:</b> Mumbai
<b>Team:</b> Inclusive Curriculum
<b>Reports To:</b> Program Curriculum Lead

**Role purpose:** Develop and deliver comprehensive and engaging training programs tailored to various learning styles, objectives, and stakeholder needs, with a focus on both internal team development and external stakeholders. Continuously improve training materials and methods through regular assessment, feedback, and updates, ensuring participant engagement and program success.

Key Responsibilities	Deliverable Outcomes
Training	<ul style="list-style-type: none"> <li>● Develop comprehensive and engaging training materials tailored to different learning styles and objectives for both internal team development and external stakeholders.</li> <li>● Deliver training programs, ensuring clarity, participant engagement, and adapting to audience needs.</li> <li>● Use assessments and feedback tools to measure participant learning and the overall success of the training.</li> <li>● Document and compile detailed reports on training sessions, including participant progress, feedback, and areas for improvement.</li> <li>● Regularly revise training modules to reflect new insights, trends, and feedback for continuous improvement.</li> <li>● Assist colleagues in developing customized training materials tailored to the specific needs and goals of different programs</li> </ul>

Person specification	
Qualification:	<ul style="list-style-type: none"> <li>● Post Graduate in Education or relevant field</li> <li>● Proficiency in conducting trainings in Hindi &amp; English</li> </ul>
Prior Experience:	<ul style="list-style-type: none"> <li>● 3 to 5 years</li> </ul>
Essential skills:	<ul style="list-style-type: none"> <li>● Robust observation and Monitoring skills</li> <li>● Excellent training delivery and methodologies that facilitate learning</li> <li>● In depth knowledge of Ms Office and strong online research skills</li> <li>● Strong oral and written communication in English</li> </ul>
Essential attributes:	<ul style="list-style-type: none"> <li>● Logical reasoning and ability to capture the audience</li> <li>● Diverse understanding of content</li> <li>● Ability to adapt according to different stakeholders</li> <li>● Collaborative, team-focused, and willing to use skills to support others' work</li> <li>● Ability to work independently and with digital tools, prioritize 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> </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](#).