

# Saarthi Education

## Job Description: Community Lead

### **Saarthi: Overview**

Saarthi Education is a non-profit organization based out of New Delhi, working with the mission to improve early learning outcomes of children in India. Saarthi empowers parents across low-income communities to provide an environment of excellent early learning and care for their children at home. We provide learning resources, parent coaching and support through an innovative blend of online and offline components. We are currently working with 6000 families across six low-income communities in New Delhi.

Saarthi is a strong team of young and dynamic development sector professionals coming from premier institutions such as Teach For India, Central Square Foundation and Azim Premji University.

### **Key Responsibilities:**

Saarthi will be entering new low-income communities in Dehradun this year with our existing products and services but this time the aim is to build a huge base of consumers who pay for our products and services (we are running a free online programme during COVID).

The Community Lead will be responsible for managing a team of 20-25 Women Entrepreneurs and support them on a day to day basis.

### **The responsibilities include:**

1. Helping in setting up Saarthi's community office (from renting to the furnishing of the place) in Dehradun

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2. Helping in the recruitment and training of Women Entrepreneurs.
3. Managing and supporting a team of 20-25 Women Entrepreneurs.
4. Supporting the Operations Manager in strategizing and implementing new sales and marketing processes to scale up the paid user base.
5. Building Saarthi's brand image within the communities.

### **Key Requirements:**

- Graduate.
- Experienced in working in the field.
- Team management experience.
- Proficient in Hindi and knowledge of English Language.
- Basic know-how of computer operations.
- Good communication and networking skills.
- Efficient reporting and documentation.
- Creative and open to new ideas.
- Readiness to be on the ground and getting your hands dirty.
- Ability to deliver quality work within defined deadlines.
- Can work under pressure.
- Well acquainted to local areas.

### **Compensation**

1.2-1.8 LPA (all inclusive) depending on the candidate's qualifications and experience.

### **Apply**

For more details and to apply, please write to [astha@saarthieducation.org](mailto:astha@saarthieducation.org) with your CV and cover letter.