



## Curriculum Manager at iTeach Schools

### Overview

iTeach Schools is a fast-growing network of transformational schools focused on providing a free, foundational, and excellent education to secondary students. Founded in 2015, we now operate eight schools from Grades VIII to X across Pune, in collaboration with Pune Municipal Corporation and one school in Delhi. ([Read about our 5 year Journey here!](#)).

Our students hail from Pune's most under-resourced households. The secondary grades are the last laps of intervention for our students, and probably the only real chance we have left to level the playing field between them and their high-income peers.

Currently, in our sixth year, we serve 1600 students and 900 student alumni through a strong team of nearly 170 staff members. In the academic year 2020-2021, we are looking for exceptional sector leaders to be associated with our schools, and eventually expand our school network!

### Responsibilities

The Curriculum Manager will be responsible for the overall research and development of the school's curriculum, assisting School Leaders and teachers in implementing it effectively and strategically think about constant improvement.

### Curriculum

- Develop core underlying principles of curriculum that form the basis of teaching and learning process across all iTeach Schools
- Develop a constructive and integrated approach to curriculum in iTeach Schools at a Long-term, Unit and Daily Lesson Plan level
- Research the best possible approaches to integration of Values and Mindsets, Exposure and Access, 21st Century Skills, Project Based Learning and Arts
- Develop implementation strategies for the above, and feedback loops to constantly refine and improve quality

### Teacher and School Leader Support

- Assist School Leaders with feedback on planning, analysis of student data and course correction
- Observe teachers in classroom and provide strong instructional feedback
- Design Self-Learning Packets, targeted workshops and training at a unit level to support teachers on Pedagogy, Classroom Management and Content
- Define and help implement effective Remedial Instruction practices
- Assist the Counselor Team and define instruction practices for students with LDs



### **Assessments**

- Research standardized assessments and identify what can work best given our school vision and culture
- Design summative assessments which cover multiple skill areas, including the 4Cs (collaboration, communication, critical thinking and creative problem solving)
- Strengthen formative assessments across the board - exit slips, weekly tests and unit tests as a strong lever to improve instruction



### **Drive Institutional Learning / Knowledge Management Processes**

- Drive a culture of capturing, reflecting and sharing among SLs / ASLs / Teachers
- Document best practices and exceptional lessons, and be able to share with other schools and organizations in this space
- Codify instruction practices, helping new schools to ramp up to solid instruction as quick as possible

### **Experience**

- Bachelor's degree with exceptional performance as a teacher for 2+ years
- Experience with research and design projects, including demonstrable outcomes of these projects
- Experience with various pedagogical approaches and a sense of what works where

### **Competencies**

- Exceptionally strong instructional expertise, and advanced proficiency in classroom planning and execution
- An entrepreneurial mindset – eager to design and create systems and processes, rather than follow them
- Ability to conduct research independently and contextualize
- Comfort with large data sets and the ability to glean applicable insights from the data
- Excellent written and oral communication skills
- Strong instructional knowledge and expertise
- Demonstrates an incredibly strong work ethic, willingness to learn and critical reflection