



## **Social Work and Community Relations Associate**

### **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:**

All our students come from difficult backgrounds - economically and socially. The SWCRA will be responsible for ensuring that our students get the maximum support possible from all stakeholders outside of the school, to enable them to succeed in school and their career. These stakeholders could be parents, community members, medical professionals, government officials, and so on. The SWCRA will be especially responsible for the most struggling students - who will not succeed in school without full involvement of the stakeholders mentioned earlier.

The three different parts of the role are as follows:

#### **A - Student Welfare:**

- Understand community profile and orient teachers about community and parents
- Collating complete student and parent information at the time of admission
- Identifying, monitoring, tracking and solving issues linked to student attendance, punctuality and retention through regular home visits
- Providing intensive support to "difficult" students - via investment of stakeholders
- Ensuring our students avail of all required services outside school - such as medical check ups, documentation (caste certificates, income certificates, etc), scholarships, LD testing, etc
- Conducting Socio-Emotional Learning classes in school



### **B - Parent Engagement:**

- Plan the parent engagement strategy with the School Leader
- Effectively implement the strategy decided (through meetings, workshops, etc)
- Use the Parent Meetings as the forum to build ties with parents, and find solutions for challenges in the community and their lives
- Form School Management Committee and facilitate their regular meetings and projects
- Ensure a section of parents are volunteering to help with school operations

### **C - Community Development:**

- Identify and procure resources from community which will enhance the education experience for our students (eg: after school study space, ground, library, etc)
- Be the bridge between the community and the school
- Establish and enhance school relations with the corporators and local influencers

### **Education & Experience:**

- Required: MSW with specialization in MPSW or FCW, with strong grades
- Required: Very strong on the ground projects during MSW
- Required: Experience of minimum 2 years working with under-privileged populations
- Preferred: Experience of working directly with youth of the age group 14-18

### **Competencies:**

- High belief in bringing about societal change
- High level of compassion and empathy, along with unwavering commitment
- Strong desire to show concrete outcomes and achieve goals within deadlines
- Ability to foresee and prevent problems between school, community and students
- Ability to learn very quickly and by doing
- Ability to build strong relationships with varied stakeholders