

Job Description:	Consultant – Digital Curriculum Development & Implementation	Responsible to:	Lead- Technology and Communications
No. of direct reports:	Nil	Location	Delhi
Duration	Two (2) years	Job Function	Programme
Purpose:	Be responsible for the management of online training portal – Educately.org; and adolescent health and wellbeing course - ARSH for You.		

<p>RESPONSIBILITIES</p> <p>Content development (30%)</p> <ul style="list-style-type: none"> To manage content and delivery of the course, ARSH for You (an online course for educators on adolescent reproductive and sexual health). Revise and enhance ‘ARSH for You’ content according to experience and recent developments in the field of SRH & adolescent health Design and development of curriculum delivery tools such as presentations, workshops, offline course content <p>Subject matter expertise 30%</p> <ul style="list-style-type: none"> Function as specialist on adolescent health and well-being, gender, reproductive and sexual health within the organization Development, review and integration of new content or curricula on the above themes <p>Delivery & implementation (30%)</p> <ul style="list-style-type: none"> Engage participants through workshops, follow-up sessions, and addressing their questions and concerns to ensure effective course delivery for ARSH for You and other courses Work with the Educately team to drive enrolment for the programme by identifying and engaging with potential partners/ institutions. Provide periodic feedback & grading to participants on their assignments (discussion forum, reflective journal etc.) as required. 	<p>Collaboration (10%)</p> <ul style="list-style-type: none"> Collaborate with internal programme teams to ensure course content accuracy, relevance, and consistency Gather feedback from users and stakeholders to identify areas for improvement and iterate on the material accordingly Support the Educately and other programme teams as needed. <p>KEY PERFORMANCE INDICATORS</p> <ul style="list-style-type: none"> Efficiency of Curriculum management and delivery Frequency of Participant Engagement (workshops, enrolments, completion, time taken to resolve complaints, grade assessments, provide feedback) Number of collaborative partnerships developed Implementation of feedback and course in periodic reviews 	<p>COMPETENCIES</p> <ul style="list-style-type: none"> Working together: Is a team player and works closely within the team as well as with cross functional teams. Communication Skills: Excellent written and verbal skills to network Responsiveness: Understands the demands of organization needs and can identify and respond to urgent tasks Willingness to Learn: Continuously works towards improving professional competence by acquiring new skills Delivering Results: Is goal oriented and takes initiative in identifying alternate methods to ensure high quality results. Adaptability and Initiative: Quickly adapts to organizational demands and is open to take new challenges Adherence to Policies: Abides by organisational norms and policies all the time 	<p>REQUIRED SKILLS</p> <ul style="list-style-type: none"> Postgraduate from a reputed educational institution Knowledge of topics related to adolescent health and well-being, gender, sexual and reproductive health, comprehensive sexuality education Experience in curriculum design and development. Experience with online/digital teaching and learning Educators, those with some teacher-training, or teaching experience preferred. Excellent communication (written and verbal) in English and Hindi and representational skills, with experience of engaging with participants <p>HOW TO APPLY</p> <p>Please send your updated CV with a covering letter describing your suitability for the position to hrpfi@populationfoundation.in latest by 31st May 2024.</p> <p>Please mention the position “Consultant - Digital Curriculum Development & Implementation” in the subject line of your e-mail. Only shortlisted candidates will be contacted.</p>
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About Population Foundation of India

Population Foundation of India (PFI) is a national non-government organization at the forefront of policy advocacy and research on population, health and development issues in the country. PFI leads advocacy efforts and works as a think-tank dedicated to promoting and advocating effective formulation and implementation of gender sensitive population, health and development policies, strategies, and programs in the country. Policy advocacy, social and behavior change communication, community action and knowledge management are some of the key strategies that PFI works on to achieve the organization’s goals.

Over the years, PFI has played a catalytic role to address issues relating to gender equality, women empowerment and other social determinants. PFI is committed to serving the economically weak and marginalized sections of society in the high priority districts (HPDs) with poor socio-health-demographic indicators.

OUR STRATEGY

Reproductive health and family planning can positively influence and advance the newly laid out Sustainable Development Goals by addressing multiple targets and ushering in an era of development. Access to voluntary family planning has the potential to save lives and help break the cycle of poverty, stabilize population growth and ease the pressure on the environment. It is the most cost-effective development investment.

We believe that health, education and wellbeing of the population is crucial for sustaining just, equitable economic growth and development. For that to happen, change has to happen at three levels – individual, social and systemic or policy levels, ensuring that the country offers a conducive and enabling policy environment for girls and women to claim their rights, agencies of youth to be involved in demanding and supporting efficient and accountable governance and informed policy makers to inspire a vibrant future. PFI will act as a catalyst, a facilitator to offer compelling evidence-based scholarship, thought leadership and convention inform, inspire and initiate actions that will contribute to and strengthen our national plans and priorities. We will realize our mission by building leadership and public accountability, influencing social norms, reframing public discourse and collaborating with national and global initiatives in population studies and family planning. We believe that our mission will significantly contribute to India’s commitment to achieving Sustainable Development Goals and FP2020 targets.

OUR VALUES

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| MUTUAL RESPECT | EQUITY AND JUSTICE |
| INTEGRITY | WOMEN’S RIGHTS |
| COURAGE OF CONVICTION | INDEPENDENCE |
| CORE VALUES | HUMILITY |

OUR MISSION

To advance gender-sensitive, rights-based population and family planning policies and actions for a just, equitable and prosperous society.

STRATEGIC OBJECTIVE 1

- To advance family planning and reproductive health as drivers of individual rights
- Girls and women are able to take informed choices for exercising their bodily rights without fear or inhibition
 - Young people and women are able to access to high quality and affordable family planning services and reproductive health care

STRATEGIC OBJECTIVE 2

- To position family planning and population measures as critical drivers of sustainable growth and development in India
- Family Planning and women’s rights are national priorities that help realize higher growth and sustainable development.
 - Strong rights-based policies, adequate budgets and efficient public institutions help build and sustain quality of life and wellbeing.

STRATEGIC OBJECTIVE 3

- To ensure family planning and reproductive health becomes drivers of youth leadership for social transformation at scale
- Gender sensitive family planning and reproductive health rights and services form the fulcrum of all social development plans and actions
 - Young people, particularly among women, are leading grassroots transformation towards a just and equitable social system

OUR APPROACH

ADVOCACY:
Global thought leadership, high quality evidence-based narratives to inform and inspire law makers for comprehensive family planning and reproductive health policies; shaping family planning discourses within sustainable

BEHAVIOR CHANGE:
Utilize power of technology and new-age media platforms targeted intervention on reproductive health education and gender sensitive behavior, attitudes and practices of the society, particularly young people

ACCOUNTABILITY:
Promote agency of youth, particularly girls and women, within community led participatory governance initiatives to enhance efficiency and accountability of public systems and delivery services