

INSTITUTE FOR ASSESSMENT AND ACCREDITATION

Team Coordinator (Communication, Engagement & Implementation)

Location | Delhi

Position ID: TC-CEI/IAA

Role

Responsible for engaging with Field Institutions and other stakeholders and supporting the roll-out of IAA's assessment/accreditation services, the role-holder will report to the Team Leader (Communication, Engagement & Implementation). The position is based in New Delhi and will require travel to the Foundation's Field Institutes in various States.

Principal Responsibilities

- Interact with Field Institutes/stakeholders to understand their needs in the areas of educational assessment/accreditation
- Analyze national/international trends in educational assessment/accreditation
- Analyze field data related to assessment-driven improvements
- Engage with IAA assessors in various Districts

Qualification, Experience and Attributes

- Advanced university degree in any of the following: **Education, Social Sciences or other fields related to social development sector.**
- Minimum FIVE years progressively responsible professional work experience in social, rural development, relationship management and project management.
- Understanding of the importance and role of partnerships.
- Proven ability to conceptualize, plan and execute ideas
- Analytical, negotiating, communication and advocacy skills.
- Fluency in English/Hindi is Essential, Report writing
- Good computer skills, including internet navigation, and various office applications