



**SITARE**  
Foundation

## Job Description - Subject Expert (English)

<b>Position</b>	<b>Subject Expert (English)</b>
<b>Location</b>	<b>Gurgaon</b>
<b>Employment type</b>	<b>Full time</b>
<b>Compensation</b>	<b>Above market</b>
<b>Reporting to</b>	<b>Director of Academics</b>
<b>How to apply</b>	<b>Please apply through this <a href="#">link</a></b>

**About Sitare Foundation:** Sitare Foundation, founded by Shilpa and Amit Singhal, believes in the power of education and the impact it can have on the lives of people. In today's world, good education is not always accessible to the underprivileged in our society. There is tremendous potential and talent in these children, all they need is access to good education. We believe in finding the brightest and most intellectually gifted underprivileged children from across India, and providing them with a great education.

The challenge of educating underprivileged children is daunting, but that does not and *will never* deter us. We are taking a scientific, step-by-step approach to impact lives, families, and societies through education. We aim to educate 50,000 students by 2050. We know that after going through our seven-year program, our students will shine like Sitare, and inspire millions in their own communities.

### Who should apply?

#### We are looking for someone:

- Who is passionate about bringing about change in the lives of children from an underprivileged background
- Helps in getting them to excel in academics and pave a path to the top universities in the country or abroad
- Is innovative and wants to bring about a transformation in traditional teaching methodologies with the use of technology



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- Bears excellent content expertise for concepts upto Class 12 and can bring in latest pedagogy to improve classroom practices
- Confident in their ability to demonstrate excellence through student results.
- Experience of teaching English as a second language to first generation language learners
- Someone who is data driven and acts as an evidence-based practitioner
- Creative and collaborative
- Retired educators who are comfortable with using technology are encouraged to apply

## Education and Experience

- Must hold a Bachelors in Education. A Masters or a PhD in the subject (English) will be an asset
- At least 5 years of proven experience in teaching students upto Grade 11-12
- Proven track record of improving academic standards **of first generation language learners** through latest methods of teaching in the field Experience in conceptualising outcome based long-term curriculum plans, unit plans and assessments
- Experience in online teaching will be preferred
- Candidates who have an understanding of standards-based curriculum, taught international curriculum (IB/IGCSE/CEFR) and at reputed education institutions are encouraged to apply.

## Key Responsibilities

- Work closely with the Director of Academics and other colleagues to design and implement outcome-based curriculum, unit plans and assessments for Grades 6-12 (English)
- Design and implement appropriate online assessments to gather evidence of students' learning
- Analyse student learning outcome data to provide timely and effective feedback that enhances student's learning.
- Plan and deliver online lessons, for Classes 6-12 effectively, ensuring attention is given to appropriate differentiation catering the needs of the whole ability range within the class
- Create inquiry-based classrooms that develop critical thinking skills, knowledge and a range of skills within an environment based on trust and respect



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- Conduct online sessions for students in after-school hours beyond the academic day
- Model lessons for peers and conduct lesson observations as and when required.
- Research and select relevant resources and digital tools to support and enhance learning.
- Contribute to/coordinate resources within a specific area of the curriculum, and support colleagues in the delivery of this specialist area.
- Provide feedback to students and parents on a students' progress at Parent Teacher Conferences and other meetings

## **Additional**

- Support the Sitare team by participating in organisational events
- Liaise with colleagues, work collaboratively and participate in Sitare staff Team meetings
- Travel to the respective cities where Sitare students are enrolled on a need basis.
- To assist with any other duties, tasks or jobs as may be reasonably requested by the Director of Academics, Director of Operations or Founder.

## **Key skills and attributes**

- Good knowledge of Grade 6-12 curriculum (English), lesson planning, unit planning, curriculum planning, assessment design, experience of inquiry based teaching, developing differentiated instruction and teaching/learning resources
- Comfortable with technology.
- Excellent communication skills – both verbal and written – appropriate, clear, effective, articulate.
- Be well organized, good at multitasking and have good time management skills.
- Be a creative thinker.

## **How to Apply**

You may apply using the following [form](#).

For any queries, you may write to us at [careers@sitare.org](mailto:careers@sitare.org)