



Associate Learning (Lahore-based)

I. Background

Pak Alliance for Maths and Science (PAMS) is a non-profit organization that aims to inspire a love for learning, and to develop cognitive and critical thinking abilities in Pakistani children. PAMS provides technical support to the federal and provincial education departments, donor agencies, and its partners on implementing scalable STEAM solutions in Pakistani government schools, in addition to conducting research on education policy.

II. Why we are hiring

PAMS is leading a technical assistance project for the implementation of a STEAM program at the national level, as well as for technical assistance to the federal and provincial education departments for the development and implementation of a foundational learning program. PAMS seeks to create impact through meaningful engagement with a diverse set of stakeholders to create sustainable impact on Pakistani children's learning experience in classrooms and schools. The selected candidate will be working with the STEAM Policy Unit, Punjab in Lahore and will also work with the Learning Team based across PAMS' offices nationwide. The employment contract for this role will be extended on an annual basis.

III. Scope of Work

The incumbent will report to the Lead, STEAM Policy Unit, Punjab and Head of Learning and work closely with the teams responsible for program delivery, learning, communication and outreach. S/he will be expected to:

- Managing and checking school reports
- Hosting and moderating orientations, refreshers and help desk sessions
- Managing school registrations, focal person changes and queries (latter on WhatsApp)
- Coordinate with web developers on portal changes and troubleshoot and test changes
- Identifying and sharing best activities submitted by schools with the Communications team
- Ideation and implementation of new ideas that directly impact learning inside schools including developing and improving math, science and art activities, text and video guides
- Compile data required for department and donor report preparation
- Meet with partner school institute heads to facilitate issuance of notifications and trainings
- Troubleshoot low performing schools and come up with ways to activate them
- Manage the Safer portal and set up Safer sessions
- Coordinate regularly with the partner organizations and schools as needed
- Conduct school visits and schedule frequent follow ups with schools to monitor progress

IV. Qualifications Required

- A minimum of a four-year undergraduate degree
- A minimum of one year of work experience in a relevant role
- Strong oral and written communication skills in English and Urdu
- Motivated, proactive, and committed personality
- Interest in and comfort with working with a diverse set of people and organizations
- Willing to conduct field visits across Punjab

V. Deployment

- The role is based in Lahore and the selected candidate will be working from the PAMS' office location

To apply, please send in your resume and a note explaining your interest in the position at careers@mathsandscience.pk with the subject "Associate Learning - Lahore".