



Coordinator Outreach (Lahore)

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 and foundational learning (largely primary-grades' reading skills) solutions in Pakistani government schools, in addition to conducting research on education policy. The organization's head office is in Islamabad, with policy units' teams also based in Karachi, Lahore, Gilgit, Peshawar, and soon in Quetta.

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.

III. Scope of Work

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

- Coordinate regularly with schools and partner organizations
- Conduct school visits across Punjab and schedule frequent follow ups with schools to monitor progress
- Coordinate with district and school administrations to ensure the successful implementation of program related activities and interventions
- Maintain record of the program's activities and results
- Prepare regular reports on the program's progress, achievements, challenges, and lessons learned
- Help curate and design customized STEAM engagement partnership programs for potential and existing partners

IV. Qualifications Required

- A minimum of a four-year undergraduate degree
- A minimum of one year of work experience in a relevant role
- Strong analysis and report writing skills
- Proficiency in MS Office (Word, Excel)
- Motivated, proactive, and committed personality
- 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 "Coordinator Outreach – Lahore".