



THINK EQUAL

Meghalaya State Manager – India

Role profile

Title: Meghalaya State Manager

Engagement: 12-month contract as an independent contractor under a consultancy agreement, with the possibility of extension subject to performance, funding and programme requirements.

Level of effort: The Consultant is anticipated to provide services at a level of effort averaging approximately 40 hours per week, as needed to perform the Services and meet agreed deliverables.

Fee: USD 1,400 - 1,600 per month as a consultancy fee

Project Lead: India Country Manager

Line management: Project Coordinators (x2)

Location: Shillong, Meghalaya.

Travel: The role will also require frequent travel across Meghalaya to support training, implementation and monitoring.

About Think Equal

Think Equal is a global not-for-profit initiative that introduces Social and Emotional Learning (SEL), psychosocial support, and values-based education into the early years. We believe that just as every child is taught to read and write, they must also be taught to be kind, inclusive, emotionally intelligent, and responsible global citizens.

Evidence-based and backed by neuroscience showing that 90% of brain development occurs before the age of five, our programme works with children aged 3-6. These are the years in which identity, empathy, relationships, and a sense of justice are first formed. Think Equal helps build pro-social neural pathways that last a lifetime.

Think Equal is active in **39 countries** across 6 continents, reaching **892,000+ children**. We have been awarded the prestigious World Innovation Summit for Education (WISE) Award 2020, selected as one of the HundrED Global Collection 2020 Most Innovative Innovations in K-12 Education, and recognised as a Best Practice by the UN Transforming Education Summit 2022. Our founder, Leslee Udwin has received the UN Women for Peace Award, the Anna Lindh Human Rights Prize, and was named the second Most Impactful Woman of 2016 by *The New York Times*, second to Hillary Clinton.



Purpose of the Role: The Meghalaya State Manager will lead Think Equal's day-to-day contribution to its partnership with the Meghalaya Early Childhood Development Mission (MECDM), supporting the phased integration of the programme across 6,188 Anganwadi Centres.

Working closely with MECDM and other government counterparts, the State Manager will coordinate Think Equal's support across training, translation, printing and distribution, monitoring, budgeting and reporting. The role will help strengthen joint implementation systems and support the shared goal of enabling the programme to continue sustainably through Meghalaya's existing early childhood structures.

Roles and Responsibilities

Team and Partnership Coordination

- Manage, guide and support two Meghalaya Programme Coordinators, setting clear priorities and reviewing progress regularly.
- Serve as Think Equal's principal day-to-day coordination point for MECDM officials, District Programme Managers, CDPOs, Supervisors and other government counterparts.
- Work collaboratively with MECDM and ICDS teams to align Think Equal's activities with existing government priorities, systems, calendars and review mechanisms.
- Support the India Country Manager in senior government engagement and represent Think Equal in relevant state, district and block-level meetings, as appropriate.
- Coordinate with Think Equal's programme, operations, finance, communications and business development teams.
- Coordinate the work of implementing partners, consultants and vendors engaged by Think Equal, where relevant.

Programme Implementation

- Jointly develop and maintain phased workplans, training schedules and implementation dashboards with MECDM and relevant government counterparts.
- Coordinate Think Equal's contribution to orientations and training for government officials, Master Trainers, District Programme Managers, Supervisors, ECD Fellows and Anganwadi Workers.
- Work with MECDM, Think Equal's operations team and relevant vendors to coordinate the translation, quality assurance, printing, storage and phased distribution of programme materials in Khasi, Garo and English.
- Support Programme Coordinators and government counterparts to promote consistent and high-quality implementation across participating Anganwadi Centres.
- Support Think Equal's relationships with state and central government stakeholders and contribute to wider country-level partnerships where required.

Monitoring, Learning and Reporting

- Work with MECDM to develop practical monitoring arrangements using existing government reporting, supervision and review structures wherever possible.



- Support the integration of agreed Think Equal indicators into relevant MECDM and ICDS monitoring mechanisms.
- Manage Think Equal's programme budget, expenditure tracking and financial reporting in accordance with organisational and donor requirements.
- Provide regular programme updates and contribute to donor, management and Board reporting.

Sustainability and Development

- Work with MECDM to strengthen systems for ongoing training, mentoring, monitoring and programme delivery.
- Support government counterparts to integrate relevant programme tools, materials and processes within existing early childhood structures.
- Document implementation processes and learning to support continued delivery and future planning.
- Undertake other reasonable programme-related responsibilities as requested.

Person Specification

Essential

- At least 7 years of relevant experience in education, early childhood development, or other social-sector programmes.
- Experience working collaboratively with government departments and state, district and block-level systems.
- Experience coordinating multi-district implementation, teams, budgets, vendors and programme reporting.
- Strong project-management, problem-solving, facilitation and relationship-building skills.
- Excellent written and spoken English.
- Based in Meghalaya or willing to relocate, with the ability to travel regularly across the state.

Desirable

- Experience with ICDS, Anganwadi systems, MECDM or early childhood programmes.
- Proficiency in Khasi and/or Garo.
- Familiarity with social and emotional learning or government-led systems strengthening.

If you are interested in applying for this position, please complete the application form using the link [HERE](#) by 9 September 2026