THINK EQUAL
Meghalaya Training & Project Coordinator - India
Role profile

Title: Meghalaya Training & Project Coordinator (2)
Engagement: 12-month contract as an independent contractor under a consultancy agreement.
Level of effort: Approximately 40 hours per week, as required to meet agreed deliverables
Fee: USD 800 per month as a consultancy fee
Reports to: Meghalaya State Manager
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 **41 countries** across 6 continents, reaching **929,000** 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 Training & Project Coordinators will support Think Equal's partnership with the Social Welfare Department, Government of Meghalaya, and the Meghalaya Early Childhood Development Mission (MECDM) for the phased introduction of the Think Equal programme across 6,188 Anganwadi Centres.

Working under the guidance of the Meghalaya State Manager, the Coordinators will work closely with officials and teams at the state, district, block and sector levels, including District Social Welfare Officers, CDPOs, District Programme Managers, Lady Supervisors, ECD Fellows and Anganwadi Workers.

The Coordinators will support training, field implementation, monitoring, documentation and regular coordination across their assigned districts. They will help integrate Think Equal within existing Social Welfare Department and MECDM platforms so that the programme is practical for frontline workers, aligned with government priorities and sustainable over time.

The two Coordinators will support complementary geographies and workstreams, based on programme requirements, experience and language proficiency.

Responsibilities:

Government and Programme Coordination:

- Work closely with the Social Welfare Department, MECDM and relevant district, block and sector-level officials to coordinate programme activities across assigned districts.
- Support alignment of Think Equal activities with existing Anganwadi routines, government calendars, training platforms and review mechanisms.
- Coordinate regularly with the Meghalaya State Manager and government counterparts to track agreed activities, responsibilities and timelines.
- Identify emerging implementation challenges or delays and work with the State Manager and relevant government teams to develop practical responses.

Training and Implementation Support:

- Provide specialized training for ECD Fellows, DPMs, Supervisors and CDPOs to enable them to mentor Anganwadi Workers (AWWs) and monitor implementation quality
- Observe training and Anganwadi Centres (AWCs) practice, identify areas where additional support may be useful, and adapt facilitation approaches accordingly.

- Visit Anganwadi Centres (AWCs) regularly to understand frontline realities, observe programme implementation and provide constructive support in coordination with the relevant government functionaries.
- Facilitate regular opportunities for frontline functionaries to reflect on implementation, share learning and jointly solve problems.

Monitoring and Evaluation

- Support the planning and implementation of baseline and endline assessments, AWC observations, focus group discussions, surveys and other agreed MEL activities in coordination with Think Equal and government counterparts.
- Support field data collection, quality checks, documentation and reporting, and use emerging insights to strengthen training and programme implementation.

Candidate profile:

- At least five years of relevant experience in education, early childhood development or social-sector programme implementation.
- Experience working collaboratively with government departments or state, district and block-level systems.
- Experience facilitating training for educators, frontline workers, community-based practitioners or government functionaries.
- Strong facilitation, relationship-building, organisation and problem-solving skills.
- Ability and willingness to travel regularly across Meghalaya, including to remote locations.
- Professional working proficiency in English and at least one of the following languages: Khasi or Garo.

Working arrangements:

The role requires regular field visits across Meghalaya. Some coordination with colleagues in other time zones may be needed. Approved travel and accommodation costs for programme activities will be reimbursed separately.

If you are interested in applying for this position please click on the application link here no later than 8 November 2026