THINK EQUAL
Uttarakhand - Project Coordinator

Title: Project Coordinator - Uttarakhand
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: Uttarakhand Programme Manager
Location: Remote, based in Uttarakhand. Applicants must be current residents of Uttarakhand.
Travel: Regular travel across programme districts will be required, subject to advance agreement.

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 Project Coordinator will coordinate high-quality implementation of the Think Equal programme across Uttarakhand.

Working closely with the Programme Manager, field team and Department of Women Empowerment and Child Development (DWECD), the Coordinator will translate the state implementation plan into effective district and block-level action. The role will coordinate field operations, support DWECD-led implementation, monitor programme quality, identify

emerging risks and work with relevant teams to address them, ensuring that field learning informs programme decisions.

A central objective of the role is to support a sustainable, DWECD-led system in which government functionaries can progressively lead programme training, monitoring and implementation support.

Responsibilities:

Program Administration and Coordination:

- Coordinate regularly with DWECD and ICDS officials at district, block and sector levels to support timely and effective programme implementation.
- Ensure Think Equal activities are seamlessly integrated into existing AWC routines
- Report to the management on the status of programs in Uttarakhand. This includes timely identification and communication of possible risks or delays and proposing troubleshooting strategies as a response to them.
- Maintain accurate implementation records, schedules, meeting notes and programme documentation.

Training Coordination:

- Complete Think Equal's Master Trainer preparation and facilitate training and refresher sessions for Anganwadi Workers, DWECD functionaries and government-nominated trainers.
- Provide specialized training for Supervisors and CDPOs to enable them to mentor AWWs and monitor implementation quality
- Observe training and Anganwadi Centre practice, identify areas requiring further support and use these insights to strengthen refresher training and mentoring.

Monitoring and Evaluation

- Support baseline and endline assessments, classroom observations, focus group discussions, surveys and other agreed MEL activities in coordination with DWECD and the Think Equal team.
- Support field data collection, quality checks, documentation and reporting, and use emerging insights to strengthen programme implementation.
- Conduct regular field visits to Anganwadi Centres across districts to observe implementation and provide on-site support.

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 and coordinating implementation across district, block or sector-level systems.
- Experience in training, field monitoring, reporting and programme documentation.
- Strong facilitation, relationship-building, organisation and problem-solving skills.
- Current resident of Uttarakhand, with the ability to travel regularly across programme districts.
- Professional working proficiency in Hindi and English.
- Familiarity with ICDS, Anganwadi systems or early childhood programmes would be an advantage.

If you are interested in this position, please complete the application form link HERE by 8 November 2026