Senior Associate – Monitoring, Evaluation, Impact and Learning

About VigyanShaala

VigyanShaala is a multiple award-winning organization whose work is internationally recognized by G20, Department of Science and Technology India, NITI Aayog, IIM Bangalore, and Centre for Global Equality, Cambridge, UK, Falling Walls Berlin, Nature London. VigyanShaala's founders, board, mentors, and supporters are alumni of the top 0.1% of Global Universities, working to create deep meaningful systemic changes at scale. We aspire to be the leading execution and policy oriented STEM non-profit in India within the coming 5 years.

We believe everyone should have the opportunity to create a better world through science and we are on a mission to enable the innovators of tomorrow to achieve their dreams by bringing science, technology, and learning to their doorstep today. Our flagship She-for-STEM initiative is scaling with international presence and is an internationally award-winning initiative. Here we nurture Undergraduate Women in STEM. Our deeper intervention of Rural STEM Champions Program we build community labs in remote areas, primarily in the Himalayas and nurture bright STEM undergraduates from marginalized backgrounds as Community Champions. Join us in the next revolution in Science

About the Role:

This is a **Full Time** Opportunity in **Pune**. We are looking for a dynamic and passionate team member to onboard as the Senior Associate - Monitoring, Evaluation and Learning (MEL), who will mainly provide comprehensive M&E support to both our programs to ensure their successful delivery.
Your main role will be developing, implementing, and continuously updating the org wide as well as programmatic Theory of Change (TOC) documents, being in constant touch with the operations and program development teams, do field visits to understand our end users, their dreams and hopes and helping the program development teams to integrate them into our program structures.

At VigyanShaala we want all our FTEs to dream. The dream for this role is enhancing user experiences, programmatic outcomes, driving engagement, and creating a long lasting impact.

The Path to the Dream would require the following actions you may have to take:

Monitoring and Evaluation:

1. Design and implement/integrate MEL frameworks and tools organisation-wide and across VigyanShaala programmes. Primarily in the Program Kalpana (She for STEM).

2. Support the operations team in conducting internal and external evaluations of our Programs, including creating study instruments, developing analytical frameworks, team training, and developing a schedule for data collection and report submission.

3. Support the programme teams with the capacity building on the tracking, reporting and implementation of Monitoring (MIS) processes in the project as defined quality standards. Knowledge and previous experience developing/rolling out technology solutions on online MIS platforms will be desirable.

4. Analysis of project-based MIS and evaluation results to inform programmatic improvements.

5. Support project proposal development for Theory of Change (ToC), indicators and evaluation plans

6. Build and manage research partnerships with consultants or research organisations to ensure timely submission of quality research deliverables.

Knowledge and Learning:

7. Building and Maintaining Dashboards in Power-BI. Previous experience with Power-BI, Stata, Tableau is prefereable.

8. Promote learning as an integral component of programs and support the VigyanShaala teams in presenting evidence at internal and external platforms.

9 .Create mechanisms of tracking current research and literature relevant to VigyanShaala programs, i.e. STEM Education, Gender, Livelihoods and Leadership.

10. Support the program and communication team in systematically disseminating project results and evidence among internal and external audiences.

11. Contribute to organisation-wide knowledge management activities, e.g., participating in MEL events and discussions.

12. Support the COO and Lead Program and Curriculum Development in developing technical working group papers, research briefs, and research papers submitted in peer-reviewed journals and conferences.

Desirable:

12. Design and coordinate/execute policy-relevant research on VigyanShaala's programmatic approaches as part of our larger system-influencing mandate and policy briefs.

Expected Competencies and Desired Qualifications

1. Post-graduate (master's degree or PhD) in social sciences, sociology/anthropology or other relevant disciplines with a robust experience using qualitative and quantitative social research techniques.
2. 3-5 years of experience in a similar role handling MEL component in multiple projects, showing progressive responsibility over the years. An understanding of the social/development sector and experience in programs on Education or Digital Skilling and Gender thematic areas will be a plus.
3. Experience in developing research protocols, sampling, the development of MEL indicators and measures.
4. Strong writing skills with attention to detail and the ability to document fast, accurately, and comprehensively.
5. Demonstrated proficiency in M.S. Office (Excel, PowerPoint, Power BI and Word) and commonly used program management tools. Strong analytical and problem-solving skills, with the ability to analyze user data, draw insights, and make data-driven decisions.
6. Strong experience using statistical software for quantitative (PowerBI, SPSS, STATA, R, Tableau etc.) and qualitative (ATLAS.Ti/NVivo) for program research. Experience in working on large scale datasets is desirable.

7. Strong communication skills (written and oral) to effectively correspond with a diverse audience and to work effectively with cross-functional teams and stakeholders. This would require proficiency in English and Hindi or any other Indian language.
8. Willing to travel extensively to anywhere in India, especially rural India to engage with students and colleges.
9. Able to handle work pressures and deliver under tight schedules and work well in teams and lead teams when required.
10. Attention to detail to effectively connect programmatic and organisational strategic priorities and MEL work.
11. Clarity of thought, patience, a flexible attitude, and a willingness to learn and take ownership is also required.
12. You are expected to bring your own laptops – we can provide refurbished laptops in other circumstances

Reporting: The position will directly report to the COO, Dr Vijay Venugopalan. Functional reporting on certain tasks might rest with programmatic heads or Lead Program and Curriculum Development.

What we offer:

- Creativity and autonomy of a start-up environment with exciting stakeholders located globally.
- Inspiring colleagues with an opportunity to build processes from ground up.
- Access to a Global network that is driven to create opportunities in STEM for the most marginalized.
- You will be a growth partner, someone who will grow with the organization by constantly enhancing your own skills and competencies.
- An emerging social start-up venture with a dynamic working environment and tremendous scope for personal and professional growth.
- Our products shift regularly based on customer feedback, hence change happens fast and you will have a say on pivoting products quickly. Your work will create change right in front of you.
- The pay range is commensurate with experience and can range from 6LPA to 10 LPA CTC and go above for exceptional candidates who also bring capability to code comfortably in Python programming.

How to Apply:

For Applying to the position please Apply here through this form and upload your Cover Letter, CV, Motivation, LinkedIn Profile, and work sample if any:
https://forms.gle/g4hfw7W6q2beKqxLA

If you have any opinions or other queries please email to:
Vijay.Venugopalan@VigyanShaala.com

Case Study:

An education Non-Profit working in Early Childhood Education has been running a program for the last 6 months with 100,000 children across the state of Maharashtra.

Their Theory of change is nudging children from 2-5 year old to perform simple experiential experiments to aid early development. The development in students they are looking for are in the area of motor skills, language skills and analytical skills.

Their operation model is achieved by creating thousands of localized WhatsApp group of Parents, Anganwadi workers and themselves at the class level for every school. Through this they nudge parents to practise the experiments with their children and upload it in the Group. The drivers here are peer to peer inspiration for parents as well as official Anganwadi workers. Data rolls in the form of engagement (Expts done/students, assignments/student, average online time, messages/student and so on)

Q1: Are the collected data online enough to prove the impact made?

Q2: If incoming data is not enough, How would you track the intervention and change in students considering the team is lean and sits in a center in Mumbai? How would you collect the data from schools across the state (Assume 33% saturation of Maharashtra schools for this intervention). What M&E methods can be used to prove impact at scale? Describe in detail every method if you would use multiple methods.

Q3: What will be the list of Outcomes that one would expect from this intervention

Q4: Could you separate these outcomes and for every outcome, make a list indicators that could be tracked

Q5: What are the top 3 statistical methods that are used in the M&E and impact sector to show change. Which one is your favourite and describe it in detail (If you could tell us Why this method is your favourite it would be great)!