

Inviting Application for the Position of English Faculty

Cosmo Foundation, a non-profit organisation based in Waluj, MIDC Aurangabad, Maharashtra invites application for the position of **English Faculty**.

Location: Rural areas of Waluj, Gangapur in Aurangabad District, Maharashtra.

Education Qualification:

Applicants possessing a Bachelor's / Master's degree in English may contact. Candidates with added qualification of B.Ed. or Graduation in English Communication are preferable.

Experience:

Two to three years of teaching experience would be an added advantage.

Job Profile:

Applicants must possess fluency in English, Marathi and Hindi. He/she should have the passion and love for teaching English to the rural children of under privileged community, studying in Marathi medium Primary / High school in various villages of Gangapur block of Aurangabad district. He/she should be an initiator with good interpersonal skills & ability to manage & deliver the desired results.

Reporting to – CSR Coordinator, Aurangabad and Senior English Faculty and Associate Program Coordinator.

Major responsibilities include

- Planning, preparing and delivering online and offline language lessons for rural students.
- Designing assessment, pre-test and post test, mapping learning outcome of the students and community based teachers.
- Innovative teaching sessions with lesson plan considering the level of students.
- Recording of English teaching video sessions, editing, rendering and preparation of background materials, translation of test papers and PPTs from English to Marathi as per the course design of Cosmo Foundation.
- Develop inhouse creative and innovative teaching material in English and Marathi for the Foundation for English teaching skill.
- Design and execute training modules in English and Marathi for the government teachers and for in-house team.
- Prepare case studies, success stories, content development for reports, Quarterly Newsletter, Annual Report, Media reports and continuous reporting to the senior level personal of the organisation.
- Guidance to pursue higher education to high school students.
- Readiness on online and off line teaching, sending daily updates.
- Handle all learning groups on WhatsApp and able to manage other media resource of foundation.
- Able to work efficiently with software like MS Office-word, PPT, Excel, Kinemaster, Canva, and other required editing software for publication and designing education materials.

- Support to the all-educational program of Foundation to enhance community outreach.
- Extensive travel in rural areas approx. 20 days travel to rural areas in a month.
- Strong understandings of local rural setting working experience with development programs desirable.

REQUIRED SKILLS AND COMPETANCIES

• Language teaching skills • Extrovert, relationship building and networking skills. • Ability to influence and communication proficiency. • Ability to work under pressure and cope with varied workloads. • Good knowledge of Language learning difficulties and national level educational need and issues. Program ownership and traveling to multiple remote locations. • Excellent communication skill in English, Marathi & Hindi • Competency in computers and editing software's for online mode of educational interventions. Ready to deliver quality output in time constrains.

Candidates having experience working in social and rural settings will be preferred with language proficiency.

Interested candidates may forward their applications along with their CVs, testimonials and experience certificates with Passport size photo to the CSR Coordinator.

Email ID : , hendlatta.rajput@cosmofoundation.in

WhatsApp/Contact number: 7490031162

Emoluments – Approximately in the range of Rs. 25000/- to 40,000/- P.M.

This position will be under the Consultancy Agreement

It is a full-time job six days a week.

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