

## **Position: Content Specialist – English**

### **Location: Noida**

Million Sparks Foundation (MSF) is a tech-led education initiative focused on Teacher Capacity Building and aims to empower one million teachers by 2020. We believe that the role of education is to ignite a fire in every child and teachers are the sparks who do that. [ChalkLit](#) - MSF's mobile and web application platform provides bite-sized curriculum-linked resources to help teachers build their knowledge, and also plan and execute high-quality lessons.

We are a young organisation with an entrepreneurial culture. Our team requires a diverse group of passionate, self-driven, caring individuals who would like to contribute to this mission.

### **Position Summary**

The Content Specialist English is responsible for English content on the ChalkLit application in the form of bite-sized resources mapped to NCERT curriculum. S/he will work directly with the CEO and manage the content delivery in the product.

### **Key Responsibilities**

Key responsibilities include, but are not limited to:

- Design and execute strategy to identify, curate, review and edit high quality English content for the ChalkLit application.
- Create content curation processes and guidelines.
- Build and manage lean content team including full time staff and freelance professionals.
- Obtain user feedback on content and continuously update processes accordingly.
- Understand user requirements and conceptualize ideas for engaging them through content.

### **Required Qualifications, Skills & Qualities**

- Minimum 3-4 years of work experience, preferably in teacher training, curriculum design or English teaching in India.
- Exceptional interpersonal skills with an ability to influence others.
- Deep subject knowledge of K-12 English requirements.
- In complete love with English.
- Dynamic working style with ability to continuously improve based on user feedback.
- Comfortable in using technology.
- Creative and out of the box thinker.
- Bachelor's degree in English or related field, Master's preferred.

Remuneration is competitive with Indian NGO scales and will depend on the candidate's experience.

### **How To Apply**

Brewing coffee is what excites us. If you know how to do it, we would love to meet you at our office in Noida. Even if coffee's not your-cup-of-tea, we would love to have you if you believe in our mission and want to contribute. Do drop in a few lines or buzz us telling more about yourself or something you want to know about us. Our coordinates are given below: [hr@millionsparks.org](mailto:hr@millionsparks.org)  
[www.millionsparks.org](http://www.millionsparks.org)