Job Title: District Coordinator

Location: Kanchipuram & Ranipet District, Tamil Nadu
Duration: 1 year (Contract - extendable based on performance and project needs)
Reporting to: Project Manager – UNGCNI
Note: This is a **full-time, field-based role**. The position is **not virtual or hybrid**, and the selected candidate will be **required to reside in the district (Kanchipuram or Ranipet) they are appointed to** and be present on-site throughout the project duration.

About UNGCNI

The **UN Global Compact Network India (UNGCNI)** is the Indian arm of the United Nations Global Compact, dedicated to advancing responsible business action and sustainable development. With a strong track record in digital inclusion, education reform, and multi-stakeholder partnerships, UNGCNI works closely with corporates, governments, and communities to ensure impactful and scalable CSR interventions aligned with the **UN Sustainable Development Goals (SDGs)**.

About the Project

To advance **SDG 4 (Quality Education)** and **SDG 5 (Gender Equality)**, and in alignment with the **Sarva Shiksha Abhiyan** and the **Tamil Nadu State Education Policy**, this project is being implemented as a **holistic school and community development initiative** in selected schools across **Ranipet and Kanchipuram districts**. The project is designed to strengthen foundational education systems, build inclusive learning spaces, and foster community ownership to ensure sustainable change in the education ecosystem.

The programme will focus on **enhancing school infrastructure** and creating child-friendly learning environments. This includes BaLA (Building as Learning Aid)-based school painting to make classrooms more engaging and interactive, upgrading **sanitation facilities** to promote hygiene and safety, and developing **safe play areas** to support physical and social development. In parallel, the project will promote **digital learning integration** by establishing **smart classrooms**, providing access to curated **digital content**, and building teacher capacities through structured **training on digital pedagogy and technology-enabled learning**.

Beyond infrastructure and digital inclusion, the initiative will deliver **student-centric and community engagement activities** to strengthen the overall learning ecosystem. It will establish **school libraries**, conduct **scholarship awareness sessions**, and organise **career guidance workshops and expert talks** to expand students' aspirations and pathways.

Simultaneously, the project will engage with surrounding communities through **health and sanitation camps, village-level awareness drives, and employee volunteering efforts**. Collectively, these interventions will directly benefit **3,000+ students**.

Key Responsibilities

The District Coordinator will serve as the **primary point of contact** for project execution in Kanchipuram, ensuring smooth implementation and sustainable outcomes.

1. **Project Implementation & Coordination**

    a. Oversee planning and execution of school-level interventions (infrastructure upgrades, libraries, digital labs).

    b. Coordinate expert speaker sessions, career awareness workshops, and scholarship guidance programs.

    c. Ensure digital classrooms and learning resources are effectively integrated into teaching.

2. **Stakeholder & Community Engagement**

    a. Liaise with School Management Committees, principals, local education officials, and teachers.

    b. Mobilize communities for health & sanitation camps, awareness campaigns, and village-level outreach.

    c. Facilitate employee volunteer engagement in mentoring, sports, and community activities.

3. **Monitoring & Reporting**

    a. Track implementation progress and maintain accurate school-level records.

    b. Prepare and submit **weekly and monthly progress reports** and contribute to impact dashboards aligned to SDGs.

    c. Support PR, mobilization, and school-level events.

4. **Capacity Building & Support**

    a. Facilitate teacher training workshops on digital pedagogy and STEM integration.

    b. Provide field-level troubleshooting support for project related activities (ex. digital labs and content usage).

    c. Assist in organizing exposure visits, speaker sessions, and mentoring programs.

Qualifications & Experience

- Postgraduate (**M.A/M.Sc./MBA in Social Work/Sociology in subjects such as Education, Development Studies, Rural Management)**.

- **4-5 years** of experience in field-level implementation of projects related to education/CSR/community development.

- Prior work in **school transformation, digital literacy, or teacher training programs** is preferred.

- **Exposure to Digital Education and STEM Learning**- ability to support digital classrooms, facilitate basic coding/robotics/AI activities, and assist teachers in integrating technology into pedagogy.

- Excellent liaison skills with schools, government departments, and communities.

- Fluency in **Tamil and English** (written and spoken) is mandatory.

- Strong knowledge of **MS Office, Google Workspace, and digital reporting tools**.

Desired Competencies

- Strong communication and leadership skills.

- Ability to coordinate multiple stakeholders across schools and communities.

- Problem-solving and adaptive management in the field.

- Commitment to **education equity, digital inclusion, and sustainable development**.

Remuneration

Compensation will be in accordance with UNGCNI project norms and will be commensurate with the candidate's qualifications and experience, with a monthly range of ₹55,000–₹60,000.

Application Process

Interested candidates may send their **CV (2 Pages Max) and Cover Letter (1 Page)** to procurement@globalcompact.in with the subject line: **"Application for District Coordinator – Kanchipuram/Ranipet"**.

Only shortlisted candidates will be contacted.

Please Note: UNGCNI reserves the right to **reject or withdraw any application, or to not make an appointment, at its sole discretion and without providing any reason**.