

JOB DESCRIPTION

Position: Education Associate
Job Location: Dehradun, Uttarakhand
Reporting to: Education Manager (Head Office, Dehradun)
Experience: Minimum 1 year preferably in the field of education sales and or waste management.
Details: Full-time position for a minimum of one year. Starting salary: Rs. 18,000 (CTC/month) . Waste Warriors is an Equal Opportunities Employer. Female applicants are encouraged to apply.
Application Procedure: Applications should be submitted via our Google Form. Email applications will not be accepted. Shortlisted candidates will be contacted for further rounds of interview.

Introduction

Waste Warriors is a registered society and non-profit solid waste management NGO, working in Dehradun, Dharamshala, and around the Corbett National Park region. We work through a combination of direct action, public awareness-raising, community engagement initiatives, and long-term partnerships with govt bodies.

Duties & Responsibilities of Education Associate

1. Assist with forming, planning, conducting, and monitoring educational programs in line with the vision and mission of Waste Warriors.
2. Develop and establish relationships with local educational institutions and associations.
3. Coordinate and conduct educational activities with schools in line with the Swachh Bharat campaign and the objectives of Waste Warriors.
4. Assist with developing effective educational materials for print and online learning.
5. Assist with developing a waste management module that can be included as part of a school's curriculum in line with the laws of India and the Swachh Bharat campaign.
6. Work with the project team to develop our 'Waste Collection Service for Schools' by conducting training programs and presentations.
7. Collect accurate data and feedback to be used to evaluate the program and measure impact.
8. Developing programs to ensure that the maximum number of schools gets enrolled.
9. Communicate with teachers and parents to explain the advantages of our education program and convince them to be a part of the program.
10. Help modify and develop our programs and projects based on deep understanding of needs and wants of schools, administrators, teachers, parents, and students, as well as competitors' strengths and weaknesses.
11. Must be available for evening parent meetings in the fall and spring months.
12. Must be willing to make daily visits to local schools.



An Ideal Candidate Will:

- Preferably have qualifications in the education sector, including sales or marketing.
- Preferably have a Bachelors or Masters degree/diploma in related fields, especially education.
- Have a genuine interest in working in the education sector.
- Be passionate about the environment and a cleaner India.
- Enjoy working with children and young adults.
- Be at least bilingual (must be able to speak English and Hindi fluently).
- Have prior experience in planning, development, and management.
- Have basic knowledge of waste management and eagerness to learn more.

Key Skills & Attributes:

- Confident, approachable, and dedicated.
- Excellent communication, client-service, and relationship-building skills
- Team player who motivates teachers, students, school staff and other stakeholders.
- Ability to communicate clearly, effectively, and confidently.
- Detail oriented, able to draft email, letters, invites for the educational Institutions.
- Good organizational and documentation skills.
- Basic knowledge and understanding of information technology.
- Good written, presentation, and listening skills.
- Self-motivated, independently driven, able to take initiative and problem-solve.
- Ability to relate to people from various levels within WWS and in stakeholder organizations.
- Commitment to developing and promoting educational materials.
- Should be able to manage social media posts.

Start Your Application on our Google Form:

www.tinyurl.com/WWJob

For additional information, contact:

Waste Warriors Society

Email: hiring@wastewarriors.org

Waste Warriors is registered under the Indian Societies Act 1860 - Number 243/2012-2013

Registered Address: 24 Pritam Road, Dalanwala, Dehradun, 248001

www.wastewarriors.org