About Educate Girls:

- Established in 2007, Educate Girls is a non-profit that focuses on mobilizing communities for girls education in India's rural and educationally backward areas. Educate Girls scalable, replicable and sustainable program model resides on top of India's Right to Education Act.
- From a 500-schools pilot in 2007, Educate Girls has metamorphosed into a 24,000+ schools, over 18,000 villages across more than 33 districts in the states Rajasthan, Madhya Pradesh, Uttar Pradesh & Bihar.
- Since inception, Educate Girls has enrolled 1.4+ million Out-of-school girls (OOSG); 1.9+ million children have benefitted from the remedial learning curriculum. Over 18.6 million total beneficiaries have been impacted from the Educate Girls' program model.

For more information log on to www.educategirls.ngo

In the next 10 years, Educate Girls aims to build one of the largest second-chance program - Project Pragati - for adolescent girls and young women. The objective of Pragati is to create an ecosystem to enable 10th grade credentialing and access to better life chances for adolescent girls and women who have dropped out of the formal school-system. The goal is to transform 10 million lives in the next 10 years. For more information about the project, visit https://www.educategirls.ngo/project-pragati/

Other Information Links

Founder Safeena's TED Talk , April 2019

2023 WISE Prize in Education

Worlds First Development Impact Bond in Education

First TED Audacious Project to be chosen from Asia

Job Profile

Scope & overview of the role

The Data Analyst is expected to harness the power of data to help Educate Girls maximize its impact. Through the generation of actionable insights, this role will be instrumental in enabling rapid course correction in program delivery. Efficient management and mining of primary and secondary data sources to enable timely and error-free reporting to our stakeholders will also be a key responsibility of this role. This role will help grow data-driven decision making in the organization.

This role will support data analysis and data monitoring for both the Pragati and Vidya projects, ensuring accurate and actionable insights to drive project success.

- o **Data Analysis & Management**

  - Interpret data, analysing results and trends, using advance data techniques where appropriate
  - Build efficient and well documented methods for easy, repeatable extraction & cleaning of primary and secondary data sources.
  - Generate high quality formal analytical reports on key program delivery outcomes such as Enrolment, Retention and Learning, as per defined calendar
  - Conduct periodic data quality assessments through pattern and outlier analysis
  - Develop dashboards to monitor performance & quality of program delivery
  - Process ad hoc data requests and the deliverable should be timely, accurate and supported by definitions and insights where appropriate
  - Assess the data demand for the organization and generate logs for dashboard and report usability
  - Program designed related data analysis
  - Carry out any other additional responsibilities as required

o **Areas of Responsibilities-**

Data Analyst Program and Data Monitoring:
- Data visualization and managing dashboards- mapping the requirements for dashboards and creation its for Pragati and vidya projects. Data visualization tools would be needed like-looker studio, PBI, Tableau etc.
- Develop dashboards to monitor performance & quality of program delivery.
- In Pragati, there are multiple cohorts in various states and districts. Each cohort has their own time line and has limited time bandwidth for required data monitoring. In this case automation and technology would be in a critical role.
- To manage pilots activities with cohorts- need to closely monitor data and process.
- Data analysis on learner/Prerak and Pragati Stakeholders profiles, gap filling, tracking completion profiles, attendance progress, and mapping learning with analysis.
- Tracking the progress of Pragati Camps and various phases activities.
- Nodal person for managing-automation, dashboards, data fallow for Pragati.
- Monitor program delivery quality- GKP/LSE implementation monitoring, track on regular basis for better outcomes
- Reports writing on Programmatic activities
- Designing the survey on a digital platform whenever required.
- Track quality training outcomes, monitor the implementation of training and track the certification.
- Analysis and reports - Classroom observations of learning and LSE as well as for Pragati program.
- Support in designing for data visualization/reports

Preferred Education Background:

Minimum is a Bachelor's Degree in a relevant data field or a related field of study.

Preferred Work Experience:

- A minimum of 3-4 years of relevant work experience data analytics/data visualization/ data management.
- Advance level of SQL programming experience and demonstrated ability to design and analyze data in relational databases. Experience with PostgreSQL desirable.
- Experience in writing insightful and analytical reports.
- Experience in visualization and dashboard designing.

Preferred Technical Skill Set:

- Expertize in data visualization tools like- looker studio, PBI, Tableau etc.
- Demonstrated analytical and assessment skills of quantitative data.
- Proficient in MS Excel operations and basics in statistical software operations.
- Excellent oral and written presentation skills.
- Intermediate to advanced proficiency in Excel and PowerPoint required.
- Advance skills in SQL. Knowledge of Python is desirable.
- Strong skills in data analysis and reporting.
- Demonstrated experience in dashboard design & development.

Preferred Skill Set:

- Fluent in written and spoken English and Hindi.
- Ability and willingness to travel up to 15-20% of the time in specific months to program areas at the state/district//block levels, as may be required.