

Job Description

Operations Lead

Summary

The Operations Lead will be solely responsible to ensure the smooth running of Teach A Class as we connect passionate and motivated teachers with 21st century solutions that match their needs. The Operations Lead will work with all members to create dashboards that track organization metrics, scout for some of the most innovative solutions and bring them onboard, and collaboratively design an M&E measurement system for Teach A Class. This role is key to creating a roadmap for growth and quality we provide to teachers.

About Us

Teach A Class Foundation is a marketplace that connects teachers to innovative solutions. Our vision is to empower teachers to lead themselves and their classrooms in the 21st century.

What You Will Do

- Scout for innovative solutions informed by what teachers need and work to onboard them through deals
- Collaborate with different teams to update the unified dashboard at Teach A Class to effectively track and lead teams to goal achievement
- Lead the impact tracking and reporting process at Teach A Class by working with partners in the development sector, in-house mentors and experts and leadership.
- In addition to the above, work with the team on organizational objectives such as recruitment, fundraising and teacher fulfilment at various points in the year.
- Day-to-day you will
 - Consult and manage across verticals to update the unified dashboard and build a template
 - Attend events to scout for the best solutions for teachers, conduct calls and negotiate deals with the teachers' needs in mind

- Lead different members of teams to develop robust trackable metrics and report on progress on a weekly basis
- Work closely with leadership, teacher experience, mentor networks to build an impact roadmap for the organization

