

Research Associate, Survey Unit, ASER

A. About Pratham:

Pratham was founded in 1995, to provide preschool education to children in the slums of Mumbai. Over the last 30 years, Pratham has grown to be one of India's largest NGOs working to provide quality education to underprivileged youth and children in over 25 states and union territories across the country, with a range of interventions.

Pratham is a widely recognized organization, having received notable awards such as the Lui Che Woo Prize, the WISE Prize for Innovation, Skoll Award for Social Entrepreneurship, the Henry R Kravis Prize in Leadership and the CNN-IBN Indian of the Year for Public Service. For more details, refer to www.pratham.org.

B. About Program:

Established in 2008, ASER is the measurement, assessment, and research arm of Pratham Education Foundation. ASER generates evidence for action and focuses on outcomes and processes in education and other social sectors. It builds the capacity of individuals and institutions to measure at scale, understand, communicate and act upon the findings of assessments and research, with the objective of improving the quality of social sector programs. It aims to create a culture where rigorous measurement of outcomes is integral to action, thus bridging the gap between theory and practice, assumption and reality.

The Survey Unit at ASER Centre specializes in designing and implementing large-scale field surveys across India. We focus on data collection, quality assurance, and analysis to generate reliable evidence on education and learning outcomes. Our work involves training field teams, managing survey logistics, and ensuring data accuracy through rigorous monitoring. The insights from our surveys inform policymaking, research, and advocacy efforts.

C. Position Summary:

One of ASER Centre's main activities is the design and implementation of the Annual Status of Education Report (ASER) survey. Facilitated by Pratham since 2005, ASER is the largest household survey of children's schooling and learning in India. Each year the survey is designed and implemented by the Survey Unit. The unit comprises 6 Research Associates (RA) based out of Delhi, 6 Zonal Managers (ZM) and 2-4 field associates in each state. Each RA, along with a ZM is allocated 3-5 states. While the RA is responsible for survey and material design and documentation related work for the assigned states, the ZM is responsible for operations and management. The RA must work closely with the ZM to ensure smooth execution of the ASER survey and any other projects in the assigned states. Apart from the ASER survey, the RA is also part of the design and implementation of other research projects/assessments/impact evaluations undertaken by ASER Centre.

D. Key Responsibilities:

Part 1: ASER survey

- **Before the survey:**
 - Design survey questionnaires and other tools through secondary research and piloting.
 - Design training material – both print and audio-visual.
 - Translate survey, assessment and training materials in Hindi and regional languages (if applicable).
 - Review training material created by states.
- **During the survey:**
 - Travel to conduct training and participate in survey field work in states as needed.

- Coordinate with ZM and track survey roll-out for allocated states.
- Track implementation of quality control measures.
- **After the survey:**
 - Prepare, proofread and edit report content.
 - Compile, analyse and interpret data for the report.
 - Create state findings presentations.
 - Collect information from states about processes implemented and analyze it for internal reflection.
 - Ideate data dissemination strategies, prepare material, and participate in events.

Part 2: Other responsibilities

- Liaise with other units at ASER Centre to design and coordinate end-to-end research projects and assessments, including creating reports if needed.
- Support states other than those allocated for any task on a need basis.
- Produce written content like articles, blogs, research papers, etc. representing ASER Centre.
- Continuously upskill and build own as well as field associates' capacity in research and data related topics.
- Contribute to the creation of content for ASER Centre's social media platforms.

E. Required Qualifications and Skills:

- **Education** - Minimum graduate in any field. A background in social work or education will be an advantage.
- **Work experience**
 - Experience and performance in internships will be considered for fresh graduates.
 - Previous full-time job/work experience is preferred but not essential.
 - Exposure to research and/or fieldwork in a previous workplace or internship will be an advantage.
- **Communication**
 - Reading, speaking, and writing proficiency in English and Hindi is essential.
 - Proficiency in any other Indian language will be an advantage.
 - Strong written and oral communication skills to correspond with a diverse audience – rural, urban, faculty and students, government officials, partner organisations, donors, etc.
- **Technical**
 - Working proficiency in MS Office – Word, PowerPoint, Excel.
 - Experience in data analysis will be an advantage.
- **Organisational**
 - Able to handle work pressure and deliver under tight schedules.
 - Takes initiative and thinks innovatively.
 - Has attention to detail and applies it to all assigned tasks.
 - Respects diversity and is able to work in large and small groups.
 - Interested in rural travel, often at short notice.
 - Open to living in a rural setting with basic facilities and working with diverse stakeholders.

6. Location: New Delhi

7. Travel: Frequent travel to rural locations across the country

8. Duration: Minimum 2 years' commitment

9. Remuneration: CTC 6 - 6.6 lac per annum, negotiable as per experience

10. Reporting: The selected candidate will report to the Senior Research Associate, Survey Unit

F. Application Procedure

To apply, fill the Google form using this link: <https://forms.gle/JNPrN8N1zrkHu5Px9> and upload the following documents:

- Latest CV (**File name:** Full name_CV_RA)
- Statement of Purpose (SOP) outlining your motivation to apply to ASER Centre and explaining why you are a strong fit for the Research Associate role. The SOP should include specific examples that demonstrate alignment with the job requirements, highlight the skills and experience you would bring to the organisation, articulate what you aim to learn at ASER Centre, and describe your longer-term professional goals. *Maximum 700 words* (**File name:** Full Name_SOP_RA)

Incomplete applications will not be considered. Shortlisted candidates will be contacted for three subsequent rounds: telephonic/online interview, written assignments, and final interview.

Application Deadline: 11:59 PM IST on **February 15, 2025**

Note: Due to the high volume of applications we receive, we may not be able to provide individual responses to every applicant. We will reach out only to shortlisted candidates. We appreciate your understanding and patience.