

RFP - Senior Faculty - Meghalaya STAR 30

Introduction

Guiding Aspirations for NEET/JEE exams: under this initiative, annual residential coaching facilities are being initiated for 30 students per cohort from across Meghalaya, especially from rural areas for aspirants to be able to prepare and clear the NEET/JEE examinations. STAR 30 will offer residential coaching facilities for students who have completed 12th standard, providing dedicated mentorship from expert resource persons.

The State Council of Science Technology & Environment, Meghalaya invites proposals from qualified individuals to serve as the Senior faculty in the subjects of Physics, Chemistry, Mathematics and Biology for the Meghalaya STAR 30 Educational Initiative, aimed at providing an intensive year-long residential training program for NEET and JEE examinations. This initiative targets to shortlist and train 30 deserving students in a highly focused environment to excel in each of these competitive exams.

Objective of the assignment:

- To increase the number of students who clear the NEET and JEE exams from the state of Meghalaya.
- Train students in the respective subjects and make them competent to excel in NEET/JEE.
- Guide the resident teachers in implementing the training program as per guidelines and instructions provided.
- Work in cooperation with the program lead in implementing the program and be accountable to SCSTE in terms of training deliverables.

Scope of Work

- Design the curriculum delivery framework in the respective subjects.
- Prepare coaching modules as per the framework defined by the program lead.
- Coach students as per their level of competence and design individualized preparation strategies for students.
- Develop content in terms of teaching - learning resources, question banks, mock practice papers, detailed solutions, effective multi-perspective notes etc for ensuring success of the program.
- Create fortnightly and monthly reports on student progress as well as coaching progress.
- Work in close coordination with the program lead and leaders of SCSTE and constantly be oriented towards result oriented course corrections from time to time.

Deliverables

- Prepare a student assessment and baseline competence report for each of the students in the course within two weeks of course commencement.
- Periodic work assessment review and reports to the program lead and SCSTE management.
 - Student performance reviews after each mock test.
 - Monthly reports on the subject related interventions for student competence enhancement.

- Monthly report on all academic sessions taken for the month along with the planning for the subsequent month.
- Report on the performance and work of resident teachers of the respective subjects
- Assessment of capacity building requirements of resident teachers.
- Design and deliver appropriate training for resident teachers - both scholastic as well as pedagogic. .
- Suggest to the program lead any changes required for the program based on the monthly evaluations.
- The duration of the assignment is expected to be one year which may be extended on existing terms and conditions with mutual consent.
- The senior faculty will report to the Program Lead.

Desired Qualification and Experience:

- Professional degree / post graduation in basic or applied sciences.
- Minimum of 5 years of post-qualification experience in training students for competitive exams (NEET/JEE).
- Strong analytical skills to evaluate the performance of students and suggest the roadmaps.
- Proven track record of success in coaching for NEET / JEE.
- Leadership qualities, interpersonal and team management skills.

Selection Process:

- For selection of the candidate, 80% weightage will be given to suitability of the candidate based on above parameters and 20% weightage will be given to the remuneration sought by the candidate.

Deployment:

- Faculty shall spend at least one week per month in Shillong and conduct training for students as well as the resident faculty as per requirement and guidance of the program lead.
- The duration and schedule of coaching during the on campus stay would be as per the plan and schedule given by the program lead and the senior faculty shall make themselves available for the same unconditionally.
- The senior faculty shall conduct 10 hours of online coaching per week as per the pre-determined Schedule.
- The selected candidate would be paid a monthly remuneration/professional fee as may be mutually agreed.
- Operational arrangements such as those relating to official travel, accommodation and food will be borne by SCSTE as per MBDA rates.

Submission of Offer:

- Offer for the position should include the following:
 - - A detailed resume indicating the relevant work experience with supporting documents;
 - - A write-up on candidate's suitability for the assignment;
 - - Financial Proposal

For more information about the organization please visit our website <https://scste.org/>

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**Member Secretary, SCSTE & Joint Secretary,
Planning Investment Promotion &
Sustainable Development Department
Govt. of Meghalaya**