

**Vidya Bhawan Society
Invites Application
For
Mukhya Sanchalak (Chief Executive) and Educational Advisor**

Vidya Bhawan was founded by Dr. Mohan Sinha Mehta in 1931. To-day it is a group 13 educational institutions having over 3,500 students and 550 staff based in Udaipur, dedicated to quality education with emphasis on character building, molding students and teachers as responsible citizens and leaders who value social-justice, equality and inclusion. The rapid growth of educational institutions and new challenges for education management has created opportunity for best traditions of learning and leadership at Vidya Bhawan; invites applications/nomination for the position of **Mukhya Sanchalak (MS) as administrative head and Educational Advisor (EA) as head of educational activities.**

Responsibilities of Mukhya Sanchalak:

- To implement and synergise the values, vision, objectives and policies for all Vidya Bhawan institutions.
- Streamline institutional functioning for academic, administrative, financial, human resources, work environment and estate.
- Developing partnership with corporate, states and other funding agencies and planning for resource generation.
- Facilitate development of projects, new linkages and increase the scope of the institutions.
- Chair selection Committees for key positions.
- All Head of Institutions reports to Mukhya Sanchalak and Mukhya Sanchalak reports to the President of the Society.

Qualification & Experience

Post Graduation in any discipline with a good academic career; having experience of developing policy framework and its implementation in academic institutions, capable of directing on administrative & financial matters, developing partnership with non-Government and Government agencies, capable to fund raising, ability to communicate goals to external agencies and internal beneficiaries as well.

Responsibility of Educational Advisor

- Enhancing the overall quality of the academic life of Vidya Bhawan institutions.
- Capacity building of teachers in co-ordination with the Heads of Institutions.
- Developing systems for quality assurance and to facilitate quality improvement in institutions.
- Develop outreach programmes of Vidya Bhawan Institutions from local to national level.
- Create environment for academic research.
- Establishing Vidya Bhawan as a leader in Educational Thought and Practice.

- Evolving and facilitate growth and evolution of academic networks among institutions.
- Convene and Chair the Academic Advisory Committee meetings.
- Educational Advisor will report to the Mukhya Sanchalak.

Qualification & Experience

Post Graduation in any discipline with a good academic career; experience in developing programmes for improving quality of education, educational strategies, capacity building, creating environment for developing research capabilities, developing outreach programmes in education and developing synergy between institutions, Good writing and communication skills.

The term and salary are negotiable.

Age Group: Above 40 years with sound health

Send Application / Nomination to the Executive Office (HR), Vidya Bhawan Society, Mohan Sinha Mehta Marg, Udaipur – 313001 by post or e-mail applicationmsea@gmail.com with detail resume within 15 days.