

**Job Title:** Executive Director – Early Childhood Development Program Strategy

**Location:** Head Office, New Delhi (with travel as required)

**Reporting to:** Chief Executive Officer (CEO), Mobile Creches

**Work Arrangement:** Full time, office-based work with occasional WFH

## 1. Organizational Overview:

Since 1969, Mobile Creches (MC) has been a pioneer in Early Childhood Development (ECD) for marginalized children across India. We work to ensure that every child receives nurturing care during their most critical early years through safe childcare spaces, strong community engagement, and partnerships with governments and civil society organisations. Our holistic approach integrates nutrition, health, early learning, responsive caregiving, and safety, enabling children to thrive while supporting working families. We believe childcare is not just a service, but a critical public good that drives children’s development and enables women’s participation in the workforce.

Through direct service delivery, capacity building, research, and policy advocacy, Mobile Creches has reached over 1 million children and continues to influence systems that impact millions more. With a presence across 17 states, we have trained over 20,000 childcare workers and engaged more than 5 million community members, strengthening the ecosystem for sustainable childcare.

By combining on-ground expertise with system-level influence, we are not only addressing immediate childcare needs but also shaping the future of ECD in India. To know more about Mobile Creches please visit- [www.mobilecreches.org](http://www.mobilecreches.org)

As an organization, Mobile Creches adheres to a strict safeguarding policy. All employees, volunteers, interns, vendors, consultants, and partners are required to be aware of the policy, sign it, and comply with its norms.

## 2. Role Overview:

The ‘Executive Director–ECD Programs’ will provide strategic leadership and operational oversight for all direct program portfolios at Mobile Creches. The role is responsible for formulating organizational strategies, translating organizational strategies into actionable program plans, ensuring high-quality implementation, and driving measurable impact at scale by ensuring high quality outcome-driven ECD program implementation across multiple centers /locations through strong operational systems, data-led monitoring, and standardized processes that enable sustainable expansion.

The incumbent will lead a large and complex portfolio spanning creches, parenting and community engagement services and its enabling functions, working closely with department leads to ensure alignment, efficiency, and outcomes across geographies in India.

## 3. Role Context & Scale:

3.1 Geographical Spread: Operating across 8 states (and expanding)

3.2 Program Reach: Programs reaching over 30,000 children annually through different programs

3.3 Team Size: Leadership oversight of approx. 5 to 7 direct reportees.

3.4 Budget Responsibility: Managing overall program portfolio with approx. 30% of overall organizational budget.

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#### **4. Key Responsibilities:**

##### **4.1 Strategic Leadership & Programme Direction**

- Lead the development and execution of long-term ECD program strategy aligned with Mobile Creches' mission.
- Drive the MC's childcare models as demonstration for system adoption
- Identify and prioritize high-impact opportunities for statewide and national-level influence, aligning program with government priorities and policy frameworks.
- Contribute to organizational strategy and decision-making as a key member of the senior leadership team.

##### **4.2 Programme Strategy, Design & Execution Excellence**

- Provide strategic oversight across all programs – parenting programme for children under 3 years, creche services for children under 6 years, community engagement with local stakeholders for driving the importance of ECD
- Ensure coherence, quality, and alignment of programmes across other functions and with MC's goals.
- Strengthen community engagement approaches to build demand, ownership, and accountability for ECD services
- Lead the design and evolution of scalable, evidence-based program models that respond to diverse socio-economic and geographic contexts.
- Institutionalize robust performance parameters, including KPIs, outcome tracking, and learning loops.

##### **4.3 Programme Scale Quality, Risk Management & Sustainability**

- Drive the expansion of high-quality childcare models through strategic partnerships and system integration.
- Ensure standardization, quality assurance, and fidelity across program implementation.
- Minimize risks by ensuring the child safeguarding principles and standards are met as per standards and risk mitigation frameworks
- Build pathways for financial, institutional, and operational sustainability of program models.
- Strengthen the parenting and community engagement program by creating models, financial costings to further scale with government

##### **4.4 Systems Strengthening & Government Engagement**

- Lead strategic engagement with government stakeholders to integrate ECD and childcare models into public systems (e.g., ICDS, urban, tribal and labour-linked childcare) to position MC services as complementary to public provisions.
- Work closely with internal teams and external stakeholders to provide technical assistance and thought partnership to state and national governments on policy, program design, and implementation frameworks
- Work closely with internal teams and external stakeholders to enable system strengthening and scale through system adoption, convergence, institutionalization rather than standalone program expansion.

##### **4.5 Partnerships, Ecosystem Building & Influence**

- Build and steward high-impact partnerships with ECD organisations, government, donors, civil society, and sector networks to advance the ECD agenda.

- Advance the ECD agenda by unlocking funds and other forms of non-financial resources from government, CSO, Industries, community and varied stakeholders
- Collaborate effectively with people from diverse skill sets and promote convergence across departments within the organization

#### **4.6 Technical Excellence, Knowledge & Thought Leadership**

- Drive Monitoring, Evaluation & Learning (MEL) across MC direct demonstration portfolio to inform policy, improve programs, support systems integration, and strengthen credibility.
- Drive data-informed decision-making to continuously improve program effectiveness, efficiency, and impact.
- Position Mobile Creches as a national leader in ECD and childcare through innovation, knowledge generation, and dissemination.
- Oversee development of technical frameworks, curricula, and capacity-building models for scale.

#### **4.7 Resource Mobilization & Strategic Growth**

- Strengthen the quality, sustainability and organisational strategy by unlocking funds from donors to support the MC programme portfolio
- Engage and nurture donors to expand funding partnerships, portfolio development and ensure long-term financial sustainability.
- Build and maintain strong donor relationships and support development of compelling proposals and partnerships.
- Lead overall organisational financial sustainability and risk mitigation as a member of the senior management team.

#### **4.8 Governance, Compliance, Risk and Organizational Alignment**

- Ensure strong governance, compliance, and risk management frameworks across programmes.
- Provide strategic input to the Board and senior leadership on programme performance, risks, and opportunities.
- Anticipate and respond to external shifts (policy, funding, socio-economic), ensuring organizational resilience and relevance.

#### **4.9 Organizational Leadership, capacity Building & Culture**

- Build and lead high-performing teams across key functions including Childcare Services, Parenting Programme, Community Engagement, Programme Operations (program finance, admin, procurement & supply) and Monitoring and Evaluation, fostering a culture of accountability, and collaboration.
- Strengthening leadership capacity across departments, enabling independent decision-making, strategic thinking, and execution excellence.
- Enable strong cross-functional alignment to support scale, efficiency, and impact.
- Demonstrate leadership of a diverse team – across gender, geographies, ethnicities, abilities, and differences, by example

#### **5. Key Competencies:**

- Strategic leadership with a strong orientation toward systems change and large-scale impact.

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- Deep expertise in Early Childhood Development / Early Childhood Care and Education (ECCE) with experience in scalable programme design and implementation.
- Strong government engagement, policy influence, and stakeholder management capabilities.
- Strong capabilities in designing, implementing outcome-based monitoring and evaluation systems and learning loops
- Ability to translate strategy into execution through data-driven and outcome-focused approaches.
- Proven experience in building and leading high-performing, multi-functional teams.
- Strong financial acumen and experience managing large, complex program portfolios.
- Excellent communication, influencing, and adaptive leadership skills.

## 6. Desired Candidate Profile:

### 6.1 Experience:

- 15 to 20 years in program management and operations with at least 7 years in leadership and strategic role.
- Demonstrated experience in managing multi-state programs
- Experience in handling large teams and budgets of INR 40 crore/\$3 million and above
- Proven track record in govt. partnerships, policy engagement, and ecosystem building.

**6.2 Education:** Post Graduate degree (Master's level) in one or more of: ECD, ECCE, Public Policy / Public Administration, Education (with specialization in foundational learning / community education) or related field.

## 7. Compensation:

Compensation will be determined based on the candidate's current compensation, relevant experience, and internal & external benchmarking, with a focus on attracting and rewarding candidates with the right skills and leadership capabilities.

## 8. Application Process:

Based on the above job description, suitable candidates may email their updated resume and a cover letter (max 300 words) to: [shweta.b@mobilecreches.org](mailto:shweta.b@mobilecreches.org).

## 9. Selection Process:

The selection process will involve multiple rounds of interviews conducted by a panel of interviewers, including board members. These interactions may be held either in person or virtually, depending on logistics and the stage of the process. Given the seniority and strategic importance of the role, candidates are expected to plan their availability accordingly and ensure sufficient time commitment to participate in all stages of the selection process.

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