

Project Coordinator (LIGO-India Education and Outreach)

Pay / Remuneration: Consolidated salary of up to Rs. 40,000/- p.m.

No. of Post: One

Duration: 06 months extendable up to 3 years

Age Limit: 35 years (Including relaxation)

Qualification & Experience: Master's degree in Science, Education or Communication or Bachelor's degree in Engineering or related areas, from a recognized University.

Desirable Experience:

- Co-ordinating large-scale educational events, Project management and media relations for large projects.
- Working with the scientific community in connecting them to educators/public.
- Working in urban and rural areas for Science / Astronomy popularisation.

Duties & Responsibilities:

- Coordinate EPO efforts of LIGO-India institutes, its members and national stakeholders.
- Ensure promotion of LIGO-India among the public via newsletters, website, and other media.
- Ensure project participation in major national exhibitions and EPO events as well as promotion of LIGO-India in international forums.
- Help implement programs for skill-development of engineering/science graduates.
- Initiate and oversee production and distribution of resource material (posters, exhibits etc.)
- Ensure detailed documentation of various stages of LIGO-India project, for EPO purposes.

This is a full-time position, and the candidate is expected to be present for all events, some of which will take place at night or on weekends. The job will also require a considerable amount of travel and stay outside Pune.

Last date of application: April 20, 2018