



**Position:** L&D Specialist, Tertiary Care  
**Reports To:** Manager, Tertiary Care  
**Location:** India  
**Position Type:** Full-time

**ORGANIZATIONAL PROFILE:**

For more than 43 million people, blindness is a daily reality; another 295 million suffer from moderate to severe vision impairment. 90% of these people live in low- and middle-income communities where access to eye care is limited and the challenges for those who can't see are severe. But, there is hope: 80% of this burden is treatable or preventable. For example, 17 million blind people could be cured with a 10-minute cataract surgery. Millions more suffer from corneal blindness, which is often preventable or treatable. At the Cure Blindness Project, we believe avoidable blindness can – and must – be overcome. For more than 25 years, we have worked alongside a capable network of collaborators to help people around the world retain and regain their sight by developing high-quality, cost-effective eye care systems in underserved areas of the world. With the help of partners in more than 25 countries, Cure Blindness Project has provided more than 1.4 million sight-restoring surgeries and screened more than 14.5 million people to provide care and basic treatments. We've trained more than 19,500 eye health professionals, and have established 5 eye hospitals. There is more work left to do, but we can overcome the mountain of global blindness, together.

Cure Blindness Project is expanding its team to meet new challenges, scale its work, and broaden its reach. We are seeking individuals who are passionate about changing lives and want to be a part of a team that works together to reach new heights. We want leaders who can aim high, make things happen, and are invested in building a positive team dynamic to bring the work to life.

**VISION:** We will be the catalyst to create a world in which no one is needlessly blind.

**MISSION:** We enable countries to end avoidable blindness by developing high quality, cost-effective eye care systems in underserved areas of the world so everyone everywhere can regain or retain their sight.



**SCOPE OF WORK:**

L&D Specialist, Tertiary Care is responsible for the instructional design of in-person, hybrid and virtual learning experiences for Tertiary Care programs as well as facilitation of courses. This role will focus on partnership and relationship management with senior level subject matter experts for the design of these learning experiences. The role will also be responsible for developing tertiary care training courses and hosting on the learning management system.

**ESSENTIAL JOB FUNCTIONS:**

- Build and maintain highly collaborative working relationships with counterparts in other Cure Blindness Project offices, including regional offices, national offices and headquarters.
- Foster a positive and productive organizational culture in alignment with Cure Blindness global culture and values.
- Achieve and exceed organization goals for training, infrastructure, patient care and prevention.
- Instill operational and business management rigor in the organization, in the areas of scorecard, analysis, reporting, financial accountability, partner relationship management, and day to day operations.
- Review and update the Cure Blindness Policy and Procedures Manual, Cure Blindness partner Standards (SPS) yearly and as needed and ensure they are adopted by all partners.

## Instructional Design and Facilitation

- Project manage end-to-end curriculum development, piloting, finalization, and updating in accordance with program, grant, and partner needs.
  - Utilize instructional design, adult learning principles and innovative methods in the conceptualization, design, and development of virtual, hybrid and in-person learning programs for multiple levels of learners.
  - Ensure quality control of learning solutions against outlined learning objectives and translate content into learner-centered experiences.
  - Manage clinical training section of digital online learning management platform, enrolling participants in courses, updating content in courses, uploading core resources, etc.
  - Leverage key tools, and performance monitoring methods to deliver results and track/assess effectiveness.
  - Collaborate with MERL colleagues to develop, strengthen and implement impact measurements related to efficacy of L&D programs.
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- Collaborate with L&D specialists for primary care to share best practices, lessons learned, and strengthen L&D approaches across programs.
- Under the supervision of the Senior Manager and Manager Tertiary care, lead the development and execution of curricula and learning product annual work planning.
- Actively leverage and maintain project management tools to fuel effectiveness and operational excellence.

#### Relationship Management

- Engage with a wide variety of senior subject matter experts around the world in course design, development, and piloting, including to gather and curate content, develop lesson plans, and review draft curricula for primary care programs.
- Collaborate with regional and in-country teams to adapt curriculum to local needs.
- Willingness and ability to travel up to 20%.

#### **QUALIFICATIONS**

To be successful in this role, the individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Proven oral and written communication skills to build and execute learning experiences and products.
  - Ability to work effectively and diplomatically with a diverse range of internal and external stakeholders including partners, cross functional teams, senior level subject matter experts.
  - Previous end-to-end experience with virtual and in-person learning management experiences required..
  - Set and meet product roadmaps with properly scoped deadlines that have well-defined milestones.
  - Experience with the assessment of learning needs, proposing, designing, developing, delivering, and measuring success of learning solutions.
  - Strong organizational, communications, relationship, and project management skills, with the ability to manage multiple projects simultaneously, prioritize tasks, meet deadlines, and deliver high quality products.
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- Detail-oriented with an ability to set clear priorities alongside keen analytic, organizational, and problem-solving skills that drive decision making and projects to completion.
- Ability to ask the big-picture questions that ensure timely delivery of products and lead to process improvements to support scaling of learning and development programs.
- Ability to thrive and adapt in a fast-paced and evolving environment – virtually and in-person.
- Experience working in multi-cultural environments and ability to successfully collaborate with cross functional teams and leaders to drive results.
- Prior experience and competency in learning management systems, Microsoft Office’s essential applications (Word, Excel, PowerPoint), InDesign, Articulate SCORUM files, as well as SharePoint, Teams, and Zoom.
- Preferred familiarity with project management software (e.g., Airtable, Trello, or similar).
- Strong written and spoken English language proficiency.
- Previous experience in public health learning and development roles preferred.
- Flexibility to work off hours, nights, and weekends when needed.

Education and/or Equivalent Experience:

- Minimum five years of recent experience in instructional design and learning asset materials development.
- Master’s degree from an accredited college or university with a focus in Instructional Design, Educational Technology or related discipline preferred.

Additional qualifications include:

- Excitement to join a nonprofit institution poised to expand global operations
  - Outgoing personality that can collaborate with a variety of personalities at all levels of the organization, building relationships and shared goals across departments and partner organizations
  - A sense of discretion and a high degree of professionalism is required, ability to maintain confidentiality of highly sensitive information
  - Demonstrates a highly professional and cooperative demeanor with supervisors, coworkers and partners
  - Strong interpersonal, communication, facilitation, and presentation skills
  - Detail oriented and able to efficiently prioritize tasks
  - Flexibility to adjust and contribute to continually evolving work situations and changing priorities
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- Committed to advancing diversity, equity and inclusion

Physical requirements:

- Prolonged periods of sitting at a desk and working on a computer.
- Must be able to lift up to 15 pounds at a time.

### **To Apply**

We invite qualified candidates to submit a resume and cover letter. Please send materials via email to: [jobs@cureblindness.org](mailto:jobs@cureblindness.org)

The Cure Blindness Project encourages applications from people of all races, religions, national origins, genders, sexual orientations, gender identities, gender expressions, and ages, as well as veterans and individuals with disabilities.