



Indian Institute of Management Ranchi

Date: April 30, 2021

Position: Program Manager for Birsa Munda Centre for Tribal Affairs

Summary:

IIM Ranchi invites application for the position of Program Manager, Birsa Munda Centre for Tribal Affairs. The candidate will be a contractual employee of the IIM Ranchi and is expected to join a team of academics and practitioners in conceptualizing, designing, mobilizing and implementing Vandhan-ESDP Training Program in which IIM Ranchi has joined TRIFED as training partner for State of Jharkhand.

This will require the candidate to engage with both IIM Ranchi and external stakeholders for imparting entrepreneurship development trainings to Vandhan beneficiaries. The candidate will be expected to travel across the State of Jharkhand in various districts and block and may require periodically to stay out in various locations for planning, mobilizing and delivery. The Program Manager will be responsible for overall administrative responsibility for ESP training program in particular and overall activities of Birsa Munda Centre for Tribal Affairs in general.

Major Roles and Responsibilities

The Project Manager is responsible for:

- Overall administrative responsibility for all academic and operational activities for Vandhan-ESDP Training Program
- Develop key reports including business plans, financial reporting, and manage training program milestones.
- Manage and monitor a distributed team and oversee fieldwork of participants (where appropriate).
- Develop protocols to ensure smooth functioning of the training programs.
- Plan long & short-term resource needs in accordance with the requirement of training programs.
- Manage and monitor/influence a distributed team field mobilizers and trainers
- Maintain routine engagement with key stakeholders – ministry, state implementation agency, Local TRIFAD partners, trainers, faculty, administration and Vandhan-ESDP beneficiaries
- Build an ecosystem for entrepreneurship development and make each Vandhan centres value adding enterprise

Key Skills / Abilities/Knowledge required:

- Strong interpersonal skills and self-motivated.
- Passion to bring out grass root level change and dream to build grass root level enterprise
- Demonstrated experience working on policy and programmatic issues with multiple stakeholders including national, local governments and civil society organizations including community organizations.
- Attention to detail, planning, and task-orientation
- Comfortable with extensive travel within district and block level
- Creativity and problem-solving ability



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Educational qualification and Experience:

- Candidate should be a Post Graduate (Master) in any stream with a strong academic record from a reputed academic institution and should have 5 years work experience in administration.
- Desirable-Five years of working experience in project management, preferably with a reputed national/international organization in Social development sector.
- Understanding and appreciation of local culture and experience of staying with local community for mobilizing at grass root level in state of Jharkhand

Compensation:

- Contractual payment of INR 40,000/- per month

Period of Engagement:

- 1 year contract.

Reporting Relationships:

- Program Manager will report to the ESDP training program coordinator at IIM Ranchi

Audience/interface:

- Internal – Faculty and Administration, IIM Ranchi,
- External – State implementing agencies, Trainers, Local TRIFAD team, Van-Dhan Beneficiaries

Location

Central Location Ranchi with extensive travel across districts and blocks within the State of Jharkhand

For any further clarification, please email at gaurav.m@iimranchi.ac.in

The institute is an Equal Opportunity Employer and committed to fully complying with the provisions of Rights for Persons with Disability Act. The institute firmly believes that such hiring is no way a charity but makes business sense as it is proven that Persons with disability are both highly productive and stable team members, if given an opportunity.

Maximum age limit for being appointed under these Rules will ordinarily not exceed 45 years subject to discretion from the Director.

We encourage OBC, SC/ST, PwD candidates to apply for the position.

Closing date for applications is 20th May 2021 (5.00 p.m). Only shortlisted candidates will be intimated