

Program Manager | Delhi

About Organisation:

Saajha, a non-profit organisation, is missioned to enable parents of children studying in government schools to be partners in their child's education. We are building an ecosystem for parents to feel connected and supported in their efforts to impact the lives of children and drive transformative change. Saajha, since its inception in 2014, has worked across 2000+ schools in Delhi, Maharashtra, Jharkhand and Karnataka. Listening to parents has been at the core of our work. Saajha's work has been recognised by Echoing Green Fellowship, Forbes India award, NASSCOM award for technology and Action for India Tech Challenge.

About the role:

We are looking for a highly motivated team player to develop a long term plan for identifying, engaging and developing community champions. This unique program will focus on building the capacity of women from the communities in areas such as digital literacy, data collection, facilitation, public speaking etc.

The role will entail working closely with 3 Team leaders (who will manage overall 150 Community Champions) in creating and implementing plans for supporting parents through Community Champions. The goal is to identify and build capacity of 150+ community Champions to provide support to 50000 households through home visits by March 2023. The role will also allow the candidate to work with other verticals such as M&E and Technology.

Job Responsibilities:

- Support Saajha's intervention of directly supporting community champions and drive innovation by building the program.
- Develop a long term goal and strategy for engaging Community champions and their skills development.
- Lead a team of Team leaders who'll be responsible for supporting community champions through training, calls and regular meetings and organizing various community events for onboarding Community Champions.
- Create ways to understand how the support given to parents and Champion Parents can be improved.
- Collaborate with the Program/Operation Lead by ensuring the implementation of interventions through training to champion parents and chat support to the households.
- Work with team members across Content, Technology and M&E verticals.

Please submit your resume, cover letter and 2 references [here](#)

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Job Requirement:

- 3+ years of experience working and leading programs Ability to collaborate with diverse stakeholders ranging from NGOs, parents to Community Champions.
- Ability to make data-based decisions.
- Openness to experiment and innovate with technology.
- Demonstrated ability to manage relationships with partner organizations.
- Results-focused with a strong sense of ownership and ethics.
- Enjoy flexibility in the role and is highly organised
- Able to prioritise work to meet deadlines
- Openness to listen, learn and contribute beyond the confines of this role
- You are resilient and willing to take on a long, difficult but extremely rewarding journey.
- Good knowledge of Excel, Word, Powerpoint and other fundamental tech tools

Why should you apply:

- The role will give you an opportunity to lead a team of Community Champions who will be directly supporting parents through Households Visit. This will give you space to understand and hone your leadership skills.
- This will also be a good opportunity to understand how tech-enabled interventions can be developed to create impact
- If working with communities interests you, this role will give you ample opportunities to work with community champions.
- This will also be an opportunity to work closely with the leadership team at Saajha

Selection Process:

- Please submit your resume, cover letter and 2 references [here](#)
- Telephonic Interview
- Assignment
- Personal Interview

Remuneration:

- The salary will be in the range of Rs. 65,000-70,000 per month.