

Rangoonwala Foundation (India)Trust[RF(I)T]
Job Description : Programme Lead -RCC Replication

Location: Mumbai, India

Job-Level: Mid to senior level professional

Reports to: CEO, RF(I)T

About RF(I)T

[Rangoonwala Foundation \(India\) Trust \[RF\(I\)T\]](http://rangoonwala.org/), founded in 2003, is a Mumbai based Public Charitable Trust. It is a people-centric organization working with communities to achieve inclusive and sustainable development. RF(I)T takes a service delivery to a rights based approach through its Ummeed Health Programme, Utkarsh Youth Development Programme and the Rangoonwala Community Centres (RCC) that work with women and children on health and capacity building in the slums of Mumbai.

RF(I)T's Mission is to enable marginalized communities to become more vibrant and dynamic by engaging them in socio-economic development initiatives directed at building capacities, thereby helping people help themselves.

RF(I)T's Vision is an inclusive society where marginalized communities are vibrant, dynamic and self-sustaining.

About the role:

RF(I)T has been successfully operating the RCCs in the midst of vulnerable communities at 8 locations across Mumbai since 2005. It also developed a Community Centric model of intervention, which currently operates as a pilot in one location in Mumbai. RF(I)T is now seeking to focus on enhancing its impact by scaling up the Community Centres and Community Centric Interventions to serve more and more vulnerable communities. RF(I)T is looking for a mission-focused , result oriented professional who will lead the operations and replicate the model at different locations.

The purpose of the role is to lead and execute the scaling plan and ensure smooth operations across all the new locations.

Key Responsibilities

- **Lead the setting up of RF(I)T's Own and Operate community centres and community centric interventions** in line with the RCC scaling strategy, including ensuring resource and infrastructure availability (such as finalizing location and space for the community centre, hiring staff, engaging resource persons and agencies, fund mobilization, etc.)
- **Identify Partner Organizations who would implement the RCC model.** Be responsible for the exploration, due diligence and all processes related to the implementation . This includes capacity building and hand holding as per the agreed deliverables.
- **Manage quality and operations of the new RCCs and Community Centric interventions by establishing** governance structures, review and monitoring mechanisms, and risk mitigation practices This will done in synergy with the overall RF(I)T practices and processes.

- **Lead the fundraising activities for the RCC scaling strategy** to ensure a robust financial pipeline, including conversion of opportunities to promote diversification of RF(I)T's donor base. Create proposals, pitch packs, communication collaterals and ancillary resources to support fundraising efforts.

Desired Experience and Capabilities

- 10+ years of programmatic and management experience, of which 3 years or more should have been in a leadership role in the development sector with a focus on program initiation, implementation and donor management.
- Strong documentation (quantitative and qualitative) , a time bound result oriented mind set and a passion to be engaged with direct community based interventions
- Post graduate degree in development studies, Social work, Management, or any other relevant discipline with orientation of development issues related to women and children
- Entrepreneurial attitude with a willingness and ability to build systems and processes, bring structure, as well as think and act creatively in a resource-constrained environment
- A hands on, multi-tasking team player, with experience in managing multi-skill teams, diverse subject matter experts, diverse user groups and internal stakeholders
- Experience in external stakeholder management including managing high-stake relationships. Connections with corporates / CSRs are desirable
- Adaptable and flexible approach to respond to a need based programme as well as to the Organizational culture
- Language Proficiency: English, Hindi and Marathi (written, spoken, read)
- The position requires field work and commuting to different locations within Mumbai. It will also involve travel outside Mumbai
- Candidates from Mumbai will be preferred

Kindly send your CV to <careers.rfit@gmail.com> with the subject line Programme Lead - RCC Replication : Job Application with current and expected compensation

Only shortlisted candidates will be informed telephonically or via email regarding the interview schedule.

Note:

The Job Profile is indicative of the general nature and level of work related to this role. It should not be interpreted as a comprehensive list of all duties and responsibilities. These may change as per the needs of RF(I)T .