



The Akanksha Foundation is a non-profit organization with a mission to provide children from low-income communities with a high-quality education, enabling them to maximize their potential and transform their lives. Akanksha works primarily in the field of education, addressing formal education by initiating school reform through its School Project. Currently, Akanksha reaches out to the 8500 children through its 21 schools in Mumbai and Pune. The organization is poised for further growth with the goal of expanding its outreach to 35 schools over next 4 years.

Position: Head (Director/Sr Director), Human Resources

Function/Team: Human Resources/Central Leadership Team

Location: Mumbai or Pune

Compensation: Based on skill sets, experience and sector standards

Position Summary: In order to deliver quality impact, Akanksha believes in recruiting excellent talent, creating opportunities for development, and engaging and retaining it. We want each of our members to be immersed in Akanksha's culture of warmth, care and commitment towards our mission. As the Head of HR you will lead that charge and will help formulate and execute the Talent Strategy and People practices at Akanksha as it enters into the third phase of its journey. You will create and shape the strategies for Talent acquisition, Development, Engagement and Retention such that people at Akanksha give their personal best, working together as a team towards the Akanksha Vision and reinforcing its values.

Team Overview: The Akanksha Foundation has about 650 members at present, and over the next four years, we aim to have a diverse workforce of over 850 team members including teachers, school leaders, social workers, counsellors, helpers, central staff team members and the leadership team. The HR team at Akanksha is responsible for sourcing this talent pool and ensuring effective implementation of all HR practices at Akanksha. Under the new organization structure effective from May 2018 at Akanksha, the HR team will be organized at two levels – the City level (providing direct HR support to schools) and the Central Level. The City team is likely to have 3-4 members each in Mumbai and Pune and the Central Team in Mumbai will have 3-4 members.

Reports to: Chief Executive Officer

What your role will entail – as the Head of HR

- **Building** Akanksha as a 'Great Place to Work' which would involve developing a strong proposition for people wanting to join Akanksha
- **Sourcing** the best talent from across sectors and working with the Communications team to **develop a strong brand image** at top colleges/universities/fellowship programs to attract talent
- **Shifting** the focus in the organisation towards **talent development** across all verticals and teams, through well designed programs and opportunities, creating and managing effective **performance management system** for central staff and school staff, to enable personal and professional growth and **designing growth paths** or opportunities for all individuals, thereby ensuring the retention of people at Akanksha
- **Co-creating** a dynamic organisation structure in partnership with the CEO and external partners that fosters a culture of innovation, excellence and collaboration.

- **Creating** cohesive systems and processes for effective HR support in schools and for central support staff
- **Guiding and supporting** the design and implementation of an effective HRIS at Akanksha in partnership with the Technology Team
- **Leading through culture** by developing the HR team as a strong advocate for Akanksha's core values
- **Building** a culture of fairness, transparency and trust across the organisation

What your role will entail - as a Leadership Team Member

- **Leading and managing** the board sub committee on HR
- **Supporting all vertical heads** for effective decision making linked to our people
- **Being a strong advocate** for the *Ek Team, Ek Akanksha* culture and developing whole organisation initiatives to build culture

What you need for this Position

Experience:

- 10+ years of relevant work experience out of which 2+ years should be in leading the HR vertical
- Previous experience of managing large teams and projects is preferred

Knowledge/Skills/Abilities:

- Strong communication, interpersonal, relationship building, teamwork and leadership skills
- Strategic thinking skills to solve complex problems, and generate creative solutions
- People development skills, so as to build a strong and diverse team
- Influencing and persuasion skills, to leverage relationships and people for outcomes
- Ability to balance multiple tasks, work well independently and collaborate effectively with diverse set of teams

Values and Mindsets:

- Deep belief and commitment towards Akanksha's vision and theory of change
- Belief in collaboration and power of community
- Demonstrated resilience and adaptability to overcome challenges
- Humility and mindfulness of the larger purpose of serving children and communities

Education:

- MBA in Human Resources or Master's degree in a relevant field

Applicants can mail their CVs to krati.tolani@akanksha.org