



antarang

Building Self Reliance in Youth

Manager – Program Management

Join the team that shapes thousands of young careers. Including your own!

Antarang Foundation is a 4.5-year-old organization doubling our reach and impact every year. We work with the most vulnerable communities and send our students in pursuit of their dreams.

Our students are film makers, podcast specialists, fitness trainers and study in colleges from Bhandup to Boston. This is because Antarang's programs are unique and focus on bridging the ability of adolescents and young adults to make informed career decisions and industry's intent to hire talent with potential.

Antarang Foundation builds key employability skills in disadvantaged youth in urban low-income settlements. Through two structured programs Antarang guides students on career choice, trains them in core employability skills and connects them to employment opportunities of their choice. Over the past 4.5 years, Antarang has worked with over 25,000 youth across Mumbai.

Antarang is now at a critical phase of growth and seeks candidates committed to helping the organisation scale to reach more youth effectively and efficiently.

The Role:

The Program Management Manager ensures smooth operational planning and implementation of Antarang's program goals.

We are looking for a dynamic and energetic colleague who can work with a variety of stakeholders and streamline all elements of the program to achieve outcomes.

Major responsibilities:

- Develop, coordinate and implement systems, processes and productivity standards to ensure all yearly program goals are met
- Research and analyze community need to determine program directions and goals
- Establish strategic goals, define objectives, help improve and evaluate programs for young adults
- Improve and maintain consistent work quality, analyze and resolve problems, recommend system improvements
- Evaluate the work of trainers and volunteers to ensure that programs are of appropriate quality and that resources are used effectively
- Analyze proposed legislation, regulations, or rule changes to determine how Antarang's services could be impacted
- Participate in organization's expansion plans, liaise with stakeholders across geographies

- Establish and maintain relationships with other agencies and organizations in order to understand their scope of work and explore avenues of collaboration
- Assist in the development, design, facilitation, documentation and organization of workshops/experiential learning programs and reviews with different stakeholders including NGOs, Government agencies, resource people and project staff.
- Network with government authorities as needed from time to time, to promote awareness of Antarang's program

Profile Requisites:

- Graduate with 3-4 years of experience
- Excellent communication: Fluency in English and Hindi is mandatory
- Passionate about working in and working for the youth and low-income communities.
- Good people skills, decision-making skills and assertive personality
- Flexibility to work odd hours – young adults keep strange timings!
- Willingness to travel within city/ across cities as and when required

What's in it for you?

- Impact the outcomes: Your commitment to the cause / your youth focused skills will impact the outcomes of our programs directly by getting 500 youth in careers of their choice
- Our work environment is fun, youthful, focused on excellence, and with a deep commitment to achieving outcomes
- Location: Mumbai

If you are excited about the potential of youth in our country and want to be able to contribute to the career trajectories of less privileged youth while pursuing your education or careers, write in to careers@antarangfoundation.org with your recent bio data.