

Manager- Business Strategy: Philanthropic Foundation

Background of the Foundation:

India is complex, large and often challenging and its issues arise from the interplay of socio-cultural norms, governmental action and business performance. The social sector has faced limited success even with a multitude of NGOs executing similar projects across the same space. The high concentration of nonprofits working in the education and healthcare sector has led to highly fragmentation programs, duplication of efforts and suboptimal use of resources. Therefore, any transformation in any field will be possible only if non-profits are empowered and have a shared course of action.

The purpose of the Foundation is to facilitate the social sector ecosystem through collaborative projects to achieve better social outcomes. It will undertake projects that will increase the sector's appetite and willingness to work together and be the agent of change to drive collaborative action.

It is backed by Pravin Gandhi, who has over 35 years of operational and entrepreneurial experience in the IT industry in India and is a founding partner at Seedfund. He is supported by Sheena Gandhi, who has more than 14 years of experience in the field of communications and is a strong advocate of collaborations and partnerships.

The Foundation is in the process of defining its strategy and approach to achieve its vision. They are currently undertaking pilot projects to support small programmatic collaboration amongst NGOs to learn from the experience and strengthen their model.

Role of the Candidate

The Foundation is seeking a Manager to manage the day to day operations of the Foundation and facilitate collaboration among NGOs in India. The person will be responsible for managing key partnership engagements end-to-end. Some of the activities will include-

- Monitor and report on the selected pilot projects and documenting the learnings
- Define the strategy and the operating plan of the Foundation going forward basis the learnings from the pilot
- Activities include seeking request for proposals from non-profit organisations, partners identification, proposal evaluations, building potential partnerships, project design, concurrent monitoring and outcome analysis.
- Study and understand the mission, vision and processes of the NGOs selected for grant making and assist them in their challenges ,review their performance, audit results and report to the board
- Anchor collaborative relationships with ecosystem stakeholders.
- Build a repository of best practices and learnings.
- Organise roundtables, case studies and partnerships to disseminate ecosystem learnings.

- Define and document the various process at the Foundation and work with the leaders to define the way forward
- Manage the legal, financial and operational work for the Foundation in terms of coordinating and documenting meetings, creating MoUs and grant reports where needed, filing relevant documents annually, financial management and reporting
- Innovate and research on various ways to drive collaboration among the sector

Desired Skills

- 8-10 years of work experience preferably in the social impact sector or in consulting space. Experience in working with small and medium sized NGOs will be desired
- Proficient in forging and managing relationships with multiple stakeholders
- The ability to work independently is a necessary requirement
- Patient and mindful; understanding of the approach needed to work with NGOs
- Enterprising and creative; willing to think 'outside of the box' and innovate to find new ways to achieve goals
- Flexible and hardworking; willing to adapt to change and do the initial leg work to set up the Foundation and its operations in the initial period

Qualification

Post graduate in a relevant field with over 8 years of work experience or Graduate with over 10 years of experience, with at least 5 years in the social development sector.

Remuneration

Negotiable

Location

Mumbai

Interested applicants kindly share your CV with sheenagandhi8@gmail.com.