

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 running the RCCs for vulnerable communities in 6 locations across Mumbai. It is now seeking to focus on enhancing its impact by reimagining the RCCs and scaling them up to serve more and more vulnerable communities. RF(I)T is looking for a mission-focused professional who will lead this scaling strategy, right from co-creating the strategy to managing its operations, and replicating the model across 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

- **Co-create RCC strategy and business plan** for scaling up and replicating the RCC model, under the guidance of the RF(I)T CEO. This will be for the new RCCs set up by RF(I)T. Lead the creation and implementation of the business plan, including high-level costs and milestones.
- **Lead setting up of the community centres** 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.)
- **Manage quality and operations of the new RCCs by establishing** governance structures, review and monitoring mechanisms, and risk mitigation practices. This will done in consultation 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. You will also be responsible for creation of proposals, pitch packs, communication collateral 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 or organization strategy, conceptualizing programs, program operations including Train the Trainer, and donor management.
- Post graduate degree in development studies, social work, 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 a passion for community work, and 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 corporate / 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; may also involve travel outside Mumbai
- Candidates from Mumbai will be preferred

Kindly send your CV to <rfit.careers@gmail.com> with the subject line Programme Lead - RCC Replication : Job Application with current and expected compensation by March 31, 2021

We will also require the candidates to provide references in case they are shortlisted.

Please note that the shortlisted candidates will be informed telephonically and/or via email, after the due internal process has been completed.