

JOB TITLE: SENIOR MANAGER STRATEGY

Location: Lucknow, Uttar Pradesh

Type: Full-time

Compensation: Monthly salary, EPF, annual bonus, reimbursement of business expenses

ABOUT MEDHA

Medha improves employment outcomes for youth. We provide 21st century skills training, career counseling and workplace exposure, and ongoing job placement and alumni support to students at their existing educational institution. Since 2011, Medha has trained over 6,000 students across 40 educational institutions, placed them into internships and full-time jobs with 200 leading employers, and built a public-private partnership with the Government of Uttar Pradesh. Medha is supported by leading global foundations like Michael & Susan Dell Foundation, Citi Foundation, and EdelGive Foundation; and has received numerous awards and recognitions for its work, including the Echoing Green Global Fellowship, the Dasra Girl Power Award, and the Sitaram Rao Livelihoods Asia Award.

CURRENT NEED

Medha is in the process of scaling its program to 20,000 students across five states in the next three years. It will achieve this growth by replicating its 'Career Services Center' model and increasing its partnerships with educational institutions across the region. Ultimately, Medha aims to mainstream its program within the existing education system, reforming the way employability skills are imparted in the country.

Medha is looking for experienced, motivated, and entrepreneurial professionals to help explore, design and implement pilots/programs in collaboration with industry, government departments and other stakeholders for mainstream integration of Medha's program within the existing education system and achieving inorganic outreach.

SCOPE OF WORK

- **Relationship Development/Management** – Identify, contact, and build relationships with existing and potential Employers /Colleges/ Government agencies and other stakeholders. Must be willing to put yourself out there and effectively communicate about Medha and its work/impact.
- **Project Management** – Identify/develop comprehensive project plan, implement and track project performance specifically to analyze the successful completion of short and long term goals. Ensure optimum utilization of resources and timely delivery of the project within scope and budget. Create and maintain project documentation and maintain relationship with all stakeholders.
- **Strategy & Planning** – Develop and execute a strategic plan that completes the lifecycle from lead generation and scoping, proposal writing and query responses, to final agreements and associated milestones. Requires the unique combination of creative thought, excellent writing skills, financial planning, adhering to strict timelines, and unmatched attention to detail.

- **Marketing & Communications** – Design, develop, and execute an effective communication strategy for current and potential partners. Requires a true ‘partnership’ approach, emphasis on high-quality communications and user engagement, and ability to effectively coordinate with all departments/agencies for timely and accurate information.

SKILLS SET

- At least four years of relevant work experience
- Passion for youth development
- Proven track record of successful government interface and relationship building
- Able to think strategically while also action-oriented and results focused
- Excellent business, proposal, and marketing writing skills
- Extreme attention to detail and quality
- Ability to work independently

BENEFITS

- See and feel the tangible impact of your work on the lives of thousands of youth everyday
- Entrepreneurial work environment with huge growth opportunities
- Ability to develop and hone essential skills required to run an organization
- Opportunity to build a powerful network in the industry and government agencies
- Chance to work for an award winning, growing, socially-driven organization

COMPENSATION

Salary range: Rs. 4 – 6 Lakh per annum, commensurate with experience

CONTACT

Email cover letter and CV to careers@medha.org.in