

Job Position : Program Manager
Division: Bala Vikasa International Center (BVIC)
Location : Hyderabad
Salary : Negotiable based on competence.

Bala Vikasa is a reputed professional community development organization working for the empowerment of rural communities and impacted lives of millions in about 6000 villages in south Indian states. Bala Vikasa is well known for innovative community driven development initiatives which became models for government, NGOs and corporate in the community development sector. Bala Vikasa is inspiring development professionals from 57 countries through its capacity building programs at PDTC. Bala Vikasa International Center (BVIC) is a new initiative of Bala Vikasa with an objective of bringing social change through promoting social entrepreneurship and Business responsibility.

Responsibilities:

Management:

- Responsible overall for planning, budgeting, implementing, coordinating, networking and ensuring the set targets of the center are achieved successfully in due time and making BVIC a highly credible centre for knowledge-sharing especially in the corporate and development sector.
- Identifying opportunities and threats in the sectors of BVIC intervention and initiating effective programs.
- Constantly motivating and making BVIC training, research, incubation, multimedia and PR staff accountable for delivering results.
- Preparing activity reports to present to the concerned committee, BV board, donors etc.
- Providing continuous support to the staff, preparing action plans, monitoring the activities and enabling them to reach targets.
- BVIC is an auto financing center. Ensure required revenue is generated through knowledge sharing and consultancy services for self sufficiency,
- Constantly updating knowledge, skills and connections in relevant sectors to continue to be an effective manager.

Networking and fundraising:

- Strengthening BVIC through effective partnerships and networking with Institutions, CSR and entrepreneurship organizations at local and international, business federations such as CII, FICCI etc and also client partners such as SMEs, NGOs, industries engaged in CSR etc.
- Identifying and networking with mentors, venture capital providers and incubation centers for supporting young entrepreneurs.
- Getting accreditation from recognized bodies for BVIC training programs.
- Connecting social entrepreneurs to impact investors, venture capital providers, angel investors from national and international categories and help in procuring required grants and capital.
- Fundraising for setting up BVIC building and implementing SE and BSR related initiatives of BVIC and also for BV Community Development Programs (CDP) showcasing BV Success models.

Capacity building and consultancy initiatives:

- Designing effective training modules and pedagogical material for “Social Enterprise” and “Corporate Social Responsibility” by pooling resources from Balavikasa CDD training modules, BVIC team, Knowledge partners, Advisory committee etc in order to ensure the content is relevant and competitive.
- Preparing annual training program calendar and ensuring effective promotional tools and methodologies are applied to mobilize required number of participants
- Establish and strengthen incubation center for innovative Social Entrepreneurs with required resources and ecosystem in place.
- Specialize in suggested topics and conduct training programs and related services.
- Contacting and preparing a pool of qualified resources persons, mentors, consultants to support in delivering services.
- Ensuring all services delivered by BVIC are highly professional, relevant and effective in target sector through periodic assessments.

Internal Collaboration:

- Regularly participating and collaborating in the activities of CDDP and PDTC in order to effectively connect the BVIC clients/partners/network with overall Bala Vikasa CDD methodologies and strategies.
- Taking up any other duties as may be assigned by the Executive director from Time to Time.

Requirements of the candidates:

- Post graduate in social sciences or MBA with 10 years of experience in social development and Corporate Social Responsibility with minimum 5 years in management level.
- Experience in working with industry, incubation centers, impact investors, venture capital providers, angel investors, mentors etc.
- Ability to connect to different stakeholders and promote BVIC initiatives
- Ability to establish connections with national and international bodies in social development and industry sector.
- Ability to design and deliver training programs and advisory services in SE and BSR sectors.
- Passion for innovation, ability to face challenges and achieve targets on time.