

AROH Foundation, an ISO Certified organization of national repute working towards social upliftment in multiple sectors like education, livelihood, health and sanitation, etc., seeks dynamic and motivated professionals with relevant experience.

**Job Title:** Senior Manager, Women Entrepreneurship

**Project:** Women Entrepreneurship Programmes

**Location:** Noida, Sector-8, India

**Reports To:** Chief Operating Officer Head Office

**Employment Type:** Contractual

### **Job Summary:**

The Senior Manager for Women Entrepreneurship Programmes will be responsible for strategizing, implementing, and overseeing various initiatives aimed at empowering women entrepreneurs. This role involves leadership, program development, stakeholder engagement, and ensuring the successful execution of program objectives.

### **Key Responsibilities:**

#### **Program Development and Strategy:**

- Design and implement women entrepreneurship programs aligned with organizational goals.
- Identify emerging trends and needs in women entrepreneurship to enhance program offerings.
- Develop program curricula, training modules, and mentorship frameworks.

#### **Team Leadership and Management:**

- Lead and manage a team of project coordinators and support staff.
- Provide guidance and support to ensure high-quality program delivery.
- Conduct regular performance evaluations and facilitate professional development opportunities for team members.

#### **Stakeholder Engagement:**

- Build and maintain relationships with key stakeholders, including government agencies, NGOs, and private sector partners.
- Collaborate with mentors, trainers, and industry experts to enhance program effectiveness.
- Represent the Foundation at relevant forums and events to promote initiatives.

#### **Monitoring and Evaluation:**

- Develop monitoring and evaluation frameworks to assess program impact and effectiveness.
- Collect and analyze data to inform program improvements and report outcomes to senior management.
- Prepare comprehensive reports and presentations for stakeholders and funders.

**Budgeting and Resource Management:**

- Manage program budgets, ensuring efficient use of resources and adherence to financial guidelines.
- Identify funding opportunities and assist in grant writing and proposal submissions.

**Advocacy and Awareness:**

- Advocate for women entrepreneurship and the importance of supporting women in business.
- Organize awareness campaigns and events to promote program objectives.

**Qualifications:**

- Master's degree in Business Administration, Social Sciences, or a related field.
- Minimum 8-10 years of experience in program management, preferably in women entrepreneurship or related areas.
- Strong leadership and team management skills.
- Excellent communication, networking, and interpersonal skills.
- Proficient in monitoring and evaluation methodologies.
- Experience in budget management and fundraising is desirable.
- Passion for social impact and women's empowerment.

**How to Apply:**

Interested candidates who meet the qualifications are invited to submit their resume along with a photo detailing their relevant experience through the following link: [Apply Here](#).

We thank all applicants for their interest in AROH Foundation, but only those selected for an interview will be contacted.