

About Dhwani Foundation:

Dhwani Foundation is a Bengaluru based registered trust. Its primary objective is to improve the productivity & efficacy in the social sector, through organizational development programmes, technology enablers, system & process improvement and sectoral strengthening. Log on to www.dhwanifoundation.org for more details.

Currently foundation's work is spread in Karnataka, Tamil Nadu, Odisha and other parts of the country, supporting close to 1500 grassroots NGOs through various initiatives. Dhwani foundation also works with the Government, Donors, NGO Federations, Academia and other stakeholder to promote a vibrant and credible social sector.

Position: Manager - Full time

Location: Based in Bengaluru with frequent travel to partner locations.

Purpose of the Job:

Drive Federation enablement objectives at National level enabling effective and active stated policy advocacy by enabling collaborative interventions with stakeholders at national level.

Key Responsibilities:

- Conceptualize, design and deploy an effective strategies to drive Dhwani's national agenda for Federations.
- Preparing documents like Code of conduct, SOPs for the NGO sector, online modules etc.
- Coordination with partner institutions.
- Coordinate other work related to Dhwani's objectives related to Federations.
- Network and collaborate with wide variety of stakeholders such as federation leaders, Govt, Sector leaders, Subject experts.
- Develop detailed plan for execution, reviews, reflections and execute any changes that is required.
- Set ongoing follow-up mechanisms to measure progress against results framework and parameters.
- Visit NGO Federation partners to understand ground realities to improve delivery and efficacy.
- Keep abreast of the trends and developments, best practices in the for non-profit space and integrate with programme interventions.

Skills & Knowledge:

- Post Graduate degree in Social sciences/Social work/management.
- Atleast 5 years' experience of working with grass root NGOs.
- Good command over English.
- Training experience is an added advantage.
- Exposure to working with NGO networks and federations will be added.
- Involve travel to partner Organisations in different parts of the country.
- The incumbent will report to the Programme head.

Salary Offered: Commensurate with experience

Application Process:

To apply for this position, share your CV with a covering letter to

careers@dhwanifoundation.org with “**Manager - Federation Enablement, Bengaluru**” as the subject line.

Will be helpful if you share a link to your LinkedIn profile.

Only short-listed candidates will be contacted.

