

### **About Dhwani Foundation:**

Dhwani Foundation is a Bengaluru based registered trust. Its primary objective is to improve the Efficiency and collaborations in the social sector, through organizational development programmes, technology enablers, system & process improvement and sectoral strengthening.

Our work is spread in Karnataka, Tamil Nadu, Odisha, Jharkhand and North-East of India, supporting close to 1500 grassroots NGOs through various initiatives.

Log on to [www.dhwanifoundation.org](http://www.dhwanifoundation.org) for more details.

**Position:** Manager - Full time

### **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.

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

### **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.

**Ideal candidate for this role:**

- 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](mailto: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.

