

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 organisational 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 for more details.

Position: Programme Head - MIS and Technology (Full time)

Location: Bengaluru

Key Responsibilities:

Overall Programme Management of our MIS & Technology Programme

- Conceptualise Goonjan Product Road Map (versions of Goonjan, new features, in alignment with the sector, managing tech upgrades).
- Build & manage a stable team across locations & vendors for Goonjan MIS software.
- Implementation & Support – also involving recruitments, appraisals, training needs, promotions and increments in consultation with the Assistant Director.
- Build awareness on Data Management in the sector and onboard large number of NGOs across domains and locations onto the Goonjan platform.
- Engage with existing partners, ensure highest level of customer satisfaction by establishing a robust monitoring system.
- Vendor management – work with outsourced development team on maintenance, enhancements and new developments of the product.
- Closely monitor & report on budget utilisation & activity completion.
- Manage operations like invoicing, contracts management, up-to-date partner database
- Closely work with the Donor Engagement team to raise funds for the MIS & Tech programme and make it sustainable.
- Support other programme teams in Dhwani on MIS & Tech requirements to meet Organisation goals.

Experience: Minimum 15 years of experience, out of which 10+ years of experience in a People Management role, building & developing teams.

Skills & Knowledge:

- Should have a Graduation or master's degree in computer engineering or Computer application.
- Should have Software Product Development knowledge and able to visualize how a product can stay relevant in ever evolving IT landscape.
- Able to manage mid size budgets and timely delivery of programme.
- Exposure to social sector is not mandatory but is a plus.
- Good communication skills both verbal and written in English and ability to communicate in Hindi and any one South Indian language.
- Must be comfortable with Excel / Powerpoint and Word of the MS office suite.
- Should be willing to travel.

Salary Offered: 9.6 Lakhs per Annum

Application Process:

To apply for this position, share your CV with a covering letter to careers@dhwanifoundation.org with **"Programme Head - MIS and Technology"** as the subject line.

Mark a copy to divitha@dhwanifoundation.org.

Will be helpful if you share a link to your LinkedIn profile. Only short-listed candidates will be contacted.