

Position Program Head - MIS and Technology (Full time)

About Dhwani Foundation A Bengaluru based registered trust, our primary objective is to improve productivity and efficacy in the social sector, through Organisational Change Management (OCM) programs, technology enablement, system and process improvement and sectoral strengthening. Our work is across seven states—Karnataka, Tamil Nadu, Andhra Pradesh, Odisha, Jharkhand, Assam and Manipur, reaching close to 2800 grassroots NGOs through various OCM initiatives **Log on to www.dhwanifoundation.org for more details.**

Position Program Head - MIS and Technology (Full time)

Location Based in Bengaluru

Purpose of the Job is tasked with providing his/her technical and professional expertise for the MIS & Tech Program. The prime focus areas will be Requirement Analysis, Testing, Implementation & Support of our software products for the NGOs. A general understanding of technology and software development is expected.

Duties and Responsibilities

- Overall Program Management of our MIS & Technology Program
- Conceptualize 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 utilization & 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 program and make it sustainable.
- Support other program teams in Dhwani on MIS & Tech requirements to meet Organization goals.

The job description is dynamic and can change with the organisation structure, policies, requirements, and the changes in the ecosystem in which the organisation operates.

Visit <https://dhwanifoundation.org/career> for more job openings

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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 program
- 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 Commensurate with experience

Position Availability Immediate

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

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