



ROLE: Program Manager - Partnerships

IIIT Delhi is inviting applications for the position of “Program Manager Consultant”. The Product Strategy Unit for Inclusive Public Technology is an initiative aimed at bringing together industry and academic experts to drive the creation of inclusive digital solutions, public goods, and systems that improve the delivery of public services. The Program Manager will coordinate different partnerships such as Build for Bharat Fellowship, C4GT, etc.

Key Responsibilities:

As a Program Manager Consultant, you will be instrumental in driving the Unit's mission forward. Your responsibilities will be diverse, focusing on operational excellence, strategic growth, and stakeholder collaboration.

- **Partnership & Fellowship Management:** Lead the end-to-end management of key partnerships, including the Build for Bharat Fellowship and Code for GovTech (C4GT). This includes managing the entire lifecycle from outreach and onboarding to ongoing engagement, mentorship coordination, and creating feedback systems to foster a vibrant and supportive cohort culture.
- **Digital Presence & Community Engagement:** Develop and execute the content and social media strategy for the Unit to build and engage a thriving community of public technologists. Maintain and update the Unit's website with the latest information on programs, research, and initiatives.
- **Strategic Research & Analysis:** Conduct in-depth research on peer organizations, public sector technology initiatives, grant opportunities, and relevant policy landscapes to inform the Unit's strategic direction and identify new opportunities for impact.
- **Stakeholder Engagement & Coordination:** Serve as a key point of contact, liaising with a diverse range of stakeholders including government partners, academic collaborators, industry experts, donors, and community members to ensure alignment and support for the Unit's initiatives.
- **Fundraising & Grant Management:** Support the Unit's fundraising activities by identifying and tracking grant opportunities, preparing compelling pitch decks and proposals, and maintaining clear documentation and status reports for donors and funding agencies.
- **Technical Coordination & Prototyping:** Collaborate with fellows, researchers, and partners to set up and demonstrate technical prototypes, MVPs, and dashboards that showcase the potential of proposed solutions.

Qualifications:

- **Bachelor's degree** in Engineering, Public Policy, Management, Computer Science, or a related field. Candidates with demonstrable experience in relevant areas will be considered regardless of their specific degree.
- **1-3 years of professional experience** in a fast-paced environment, such as a startup, consulting firm, non-profit, or a relevant government body. Preference will be given to candidates with demonstrated experience in managing large-scale fellowships or to those who have participated in a major fellowship program in India (e.g., LAMP, CMGGA, IIC, etc).
- Proven ability to coordinate projects and support senior leadership in a multi-stakeholder environment. Experience preparing briefs, presentations, and reports for diverse audiences is essential.
- Strong research and analytical skills, with experience synthesizing information from diverse sources to inform strategy and decision-making. Hands-on experience with modern collaboration and productivity tools is required; familiarity with basic technical prototyping or website management is a strong plus.
- Experience with or a strong demonstrated passion for public service, GovTech, or social impact initiatives is highly desirable.

Required Skills:

- **High Agency & Self-Starting:** You are humble, a self-starter, and able to thrive in ambiguity. You do not expect tasks to be assigned on a daily basis and operate in an entrepreneurial manner.
- **Ownership & Proactivity:** You can take complete ownership of tasks assigned to you without requiring follow-up and can communicate proactively if you require support.
- **Prompt Communication:** You are prompt in your responses, follow-ups, and communication.
- **Passion for the Mission:** You are passionate about public technology and how it can be improved.

Salary and Duration:

The compensation for this role is **Rs 12,00,000 per annum**. The nature of the contract is **Consultant/Contractual**. The performance of the person will be assessed against the responsibilities mentioned quarterly from the start date. The contract may be terminated with a notice of 30 days by both parties. Currently the project duration is till July 31st July 2026

Location: This is a **Hybrid/Remote** role with frequent expected travel to **Delhi** for meetings and occasionally to other States..

Role Type & Reporting: This is a **full-time role**, reporting directly to the **CHCC Team, IIIT Delhi**.

How to Apply:

Please send your C.V. to chcc@iiitd.ac.in. Additionally, please include a cover letter explaining your qualifications, your experience in project management or similar fast-paced operational roles, and your passion for improving public service through technology.