



## **Institute of Rural Management, Anand (IRMA)**

The Institute of Rural Management Anand (IRMA) is a premier, national-level Institute for Postgraduate, Doctoral, and Mid-career/in-service education, training, research, and consulting in rural management. Founded in 1979, IRMA's mission is to promote all-around sustainable rural development through professional management.

### **IRMA iSEED foundation requires a Programme Manager**

#### **Job Description:**

- Work closely with the CEO to design, develop and run Incubation / Acceleration program.
- Develop and execute strategy for outreach, scouting, evaluating, selection, and on-boarding of quality and innovative start-ups.
- Own, develop, and execute a rolling calendar of operational and engagement strategy for the entire community, both internally and externally, including - donors, start-ups, investors, institutes, corporates, mentors, advisors, and domain experts.
- Good understanding and access to the entrepreneurship ecosystem to provide high-quality mentor and advisory support to entrepreneurs.
- Manage the day- to- day interaction with the Incubatees and provide continued strategic guidance to entrepreneurs in areas such as business modelling, sales, and marketing, financing, fundraising, overall strategy, operations etc.
- Responsible for gathering relevant information for any grant reporting and preparing and submitting grant reports where required.
- Provide information for management reporting and prepare reports as necessary.
- Perform as a liaison between the clients, businesses and the incubator throughout the region.

#### **Skills, Qualification and Experience:**

- Master's Degree MBA /relevant field at least 2 to3 years of experience
- Possess skills required to manage Incubator/Incubate relationships including structural and operational procedures.
- Experience in being part of a growing company management team.
- Requisite network in the entrepreneurial ecosystem.
- Evidence of strong organizational, interpersonal and communications skills.
- Ability to work with diverse groups including businesses, entrepreneurs, major corporations, universities, the public and economic development organizations

#### **Age:**

The applicant's age should be preferably around 25 to 35 years.

#### **Remuneration and Tenure:**

The appointment will be made purely on a two-year contract. The remuneration will be in the range of Rs.35,000/- to Rs.40,000/- per month.

The Director, IRMA iSEED Foundation, reserves the right to make relaxations in the prescribed qualifications/ experience if found suitable. Mere fulfilling the minimum qualifications and experience prescribed will not make a candidate eligible to be called for an interview. Only short-listed candidates will be called for the interview. No correspondence/interim inquiries/telephonic inquiries in the matter will be entertained.

#### **Application deadline:**

Interested candidates may please apply online at <https://www.irma.ac.in/careers/careers.php> by January 02, 2023. Please ensure that the application contains a Statement of Interest and a detailed Curriculum Vitae.