

Job Title: Programme Director/CEO – Centre for Excellence in Design

No of positions: 1

A) Job Summary:

The Program Director/CEO will lead a comprehensive 5-year skill development initiative in collaboration with the Government of Karnataka and the Indian Institute of Science (IISc) Bengaluru. This pivotal role demands strategic leadership to plan, execute, and oversee programs aimed at significantly enhancing employability and skills across the state. The ideal candidate will possess strong leadership qualities, extensive experience in program management, and a steadfast commitment to delivering excellence in program leadership.

B) Key Responsibilities:

1. Strategic Planning and Leadership:

- Develop and implement a strategic plan for the 5-year program in collaboration with IISc.
- Set clear goals aligned with the government's vision for skill development.
- Create, lead and inspire a high-performing team to achieve program targets.
- Create a roadmap for scaling and ensuring program sustainability.

2. Program Management:

- Design, deliver, and refine training curricula meeting industry standards.
- Coordinate with IISc faculty, industry experts, and any other relevant partners for high-quality content.
- Implement project management methodologies to track progress and manage deliverables.
- Ensure efficient execution of all program components.

3. Stakeholder Engagement:

- Engage with government officials, industry leaders, and educational institutions.
- Establish and maintain strategic partnerships to enhance program offerings and job placements.
- Act as program spokesperson at conferences, public forums, and media interactions.
- Facilitate stakeholder meetings to gather feedback and inform decisions.

4. Operational Oversight:

- Recruit, train, and mentor a diverse team of professionals and trainers.
- Develop and implement standard operating procedures (SOPs) for program operations.
- Conduct performance reviews and ensure compliance with health, safety, and quality standards.

5. Financial Management:

- Develop and manage program budgets, monitor expenditures, and track financial performance.
- Secure additional funding through grants, sponsorships, and partnerships.
- Prepare detailed financial reports for stakeholders and funding bodies.

6. Innovation and Improvement:

- Stay updated on emerging trends and integrate innovative practices into training programs.
- Promote digital tools and e-learning platforms in skill development initiatives.
- Implement a continuous improvement framework to enhance program quality and outcomes.

7. Compliance and Reporting:

- Ensure program activities comply with IISc and governmental regulations and policies.
- Prepare comprehensive periodic and on demand progress reports of the program for the Government of Karnataka and for any other stakeholders.
- Maintain accurate records and conduct audits for transparency and accountability.

C) Qualifications:

1. **Age limit** :60 years Maximum. Admissible age relaxation for SC, ST, OBC and PH will be extended.

2. Minimum Eligibility Criteria:

- **Bachelor of Design/Technology /Engineering in any discipline** with at least 10 years of experience (minimum 4 years in the industry) **OR**
- **Master of technology/Design /Engineering in any discipline or MBA** with at least 8 years of experience (minimum 4 years in the industry) **OR**
- **PhD in Engineering/Design** with at least 4 years of experience (minimum 4 years in the industry)

3. Desirable Qualifications:

- Experience in leading teams in activities such as training, business development, marketing.
- Experience in managing large-scale training programs and collaborating with government bodies
- Strong understanding of India's skill development landscape
- Excellent leadership, communication, and analytical skills

4. Salary:

- Consolidated salary offered will be commensurate with qualifications and experience, ranging from INR 1,50,000/- to INR 3,00,000/- per month. The final salary decision will be based on the candidate's performance during interviews, their relevant experience, and other pertinent factors

D) General Conditions:

1. Duration:

The positions are on contract and will be temporary for a period of ONE year and renewable annually for a maximum period of 5 years, based on satisfactory performance and at the discretion of the authorities of the Institute.

2. Selection Method:

Interview for short listed candidates will be held at Indian Institute of Science Campus, Bangalore.

3. Applicants who possess the minimum educational qualification as on the date of advertisement only need to apply.

4. Candidates would be expected to work on any of the three shifts including night shifts and holidays, except for the female candidates.

5. No accommodation will be available on the Institute campus.

6. Admissible age relaxation for SC, ST, OBC and PH will be extended.

E) Application Process:

Interested candidates should submit their resume for the program to veeraallam@iisc.ac.in with cc to chair.cpdm@iisc.ac.in by 22nd Aug 2024