



Job Description:

Sr. Manager - Partnerships

'AI for Resilient Cities' Program

ABOUT SEEDS

SEEDS is a not-for-profit organisation that helps make communities resilient through comprehensive interventions in the areas of disaster readiness, response and rehabilitation. Since 1994, the organisation has worked extensively on every major disaster in the Indian subcontinent, integrating locally-based approaches to build the long-term resilience of the communities it serves. As SEEDS looks at completing 27 years of outstanding service to humanity, it is re-anchoring its approach to building resilience through innovation.

POSITION

Currently, SEEDS is developing an AI based disaster impact model for hyper-local risk assessments of multiple hazards and is looking to scale its applications which will become part of a larger, comprehensive program called 'AI for Resilient Cities'. The 'Sr. Manager - Partnerships' will primarily work on expanding opportunities for this program. This will include business development, policy advocacy, academic partnerships, collaborations with other organisations both within India and internationally. She/he/they will be responsible for proactively reaching out to potential collaborators, developing proposals, and leading the pathways for scaling the program. They will report to 'Lead – Urban and Built Environment' at SEEDS.

RESPONSIBILITIES

- Scout opportunities in the space of tech. innovations for climate change adaptation and disaster management
- Lead proposal related research and writing including maintenance of data collected through primary & secondary research
- Reach out to and build active partnerships with relevant actors including potential donors, clients, government authorities etc
- Lead the preparation of presentations, meetings/consultations with relevant actors and for internal meetings
- Lead development of collaterals and content for outreach
- Strategize pathways for scaling the 'AI and Resilient Cities' program
- Create and maintain a leads dashboard for the program that tracks different verticals such as business development, policy advocacy, academic collaborations
- Conduct a periodic market analysis of relevant projects and innovations happening globally
- Strategize communication and outreach activities for print and social media
- Take updates for opportunity scouting from different project leads under the program
- Participating in periodic review and planning meetings with other departments for coordination, especially finance
- Any other duties related to this position that emerge from organisational management planning as and when required
- Travel to project locations as and when required

QUALIFICATIONS

- A Bachelors/Master's degree in Business Administration or Management. Candidates from any other field may also apply if they can display relevant work experience.
- Should have at least 2 years of professional work experience in a marketing or outreach role
- Can understand, articulate, and communicate complex interconnections and position them to different stakeholders
- Possess strategical thinking
- Ability to stay motivated when working independently
- Ability to structure, track and monitor tasks and their progress
- Can ensure clarity of thought in writing
- Good interpersonal skills and ability to communicate clearly and effectively

WE VALUE

- Ability to collaborate with teams in a multi-cultural, multi-disciplinary environments
- Ability to work in partnerships
- Strong analytical and persuasion/negotiation skills, with the ability to influence, negotiate, motivate, advocate, and resolve conflict
- Ability to succeed in often interrupt-driven, ambiguous, and highly flexible environments
- Ability to work and deliver independently as well as part of a team
- Ability to understand the implications and assess the appropriate degree of acceptable risk and take actions to minimize risk

Location

New Delhi or remote with periodic travels to the Delhi head office

Travel

Willing to travel up to 30% of the time, sometimes in emergency situations

Term

1 year; possibility to extend

Pay Scale

42,000 - 60,000 per month

How to Apply

Please send the following to joinus@seedsindia.org with the subject "Application: Sr. Manager - Partnerships":

1. Resume
2. Cover letter highlighting your interest, relevant experience, and availability
3. Mention current and expected CTC

SEEDS is committed to diversity and inclusion within its workforce and encourages all candidates from marginalised castes (SC/ST/OBC), genders, sexuality, religions, and abilities to apply to become a part of the organisation.

For more information about the organisation, visit us at www.seedsindia.org.