Manager - INVENT - Innovative Ventures and Technologies for Development (INVENT) programme

About INVENT-

Technology Development Board (TDB), Government of India in partnership with Department for International Development (DFID), UK have initiated the - Innovative Ventures and Technologies for Development (INVENT)- programme. Villgro has been selected to act as the lead incubator to provide incubation support aimed at creating a viable social enterprise (for profit) pipeline for impact investments in the 8 low income states of India (UP, MP, Bihar, Chhattisgarh, Jharkhand, Rajasthan, Orissa and West Bengal). Villgro will support/assist shortlisted incubators in the low income states to hand-hold Innovative businesses at seed or early stages of enterprise development that benefit the poor in the LIS of India while being commercially successful.

About Villgro-
Villgro is India’s oldest and one of the world’s largest social enterprise incubators. We support innovative enterprises that solve critical issues faced by the poor. We provide funds (grant/equity), mentors, networks and resources to innovative social enterprises in sectors such as education, health, agriculture and energy.

Established in 2001, Villgro creates impactful, innovative and successful enterprises that have an impact on the lives of the poor. So far, Villgro has supported 225+ social enterprises that have raised over INR 1720 Million in investments, to create more than 50,000 jobs and impact over 17 Million lives. Apart from India, Villgro also supports enterprises in Vietnam, Kenya and Philippines. Presently, we have our focus in four sectors namely, Agribusiness, Health, Education and Energy.

Villgro fosters an open culture where each member can express his/her views and opinions based on merits and objectivity. At Villgro, we work together as a team with a shared vision of social impact which is essential for our continued success. For further information, please visit our website at [http://www.villgro.org/](http://www.villgro.org/)

Roles and responsibilities-
The overall objective of the positions would be to enable the efficient and smooth functioning of the INVENT Program with the purpose to support Inclusive innovations solutions, both technological and process oriented, that have a positive social and economic impact on people in Bottom of the Pyramid (BoP).

- Anchoring all coordination with all stakeholders- partner incubators, the Finance team and funding agencies on various aspects of the program while reporting to the Program Head of INVENT at Villgro
● Maintain and monitor MIS tools and reporting formats to effectively track the progress made under the program across partners
● Develop high quality periodic reports and communication material like progress reports, newsletters, case studies, diligence reports and take care of all PR / social media related activities under the program
● Liaise with TDB and DFID in organizing events under INVENT, Meetings, field visits and reports.

The candidate will be seconded to TDB and will work out of their office and under their guidance.

Required Qualifications-

- Minimum 4-5 years of Work-Experience

- Experience in Project Management, Working with the Government and/or Donor foundations.

- Knowledge of Microsoft Excel, Microsoft Word with an ability to work on reports, budgets, coordination and liaison.

- Strong communication and people skills

Last date for submitting the CV - 15th April

Location- New Delhi, Based out of TDB office

Compensation-Based on experience

Reporting to
Program Head-INVENT

How to apply:
Interested candidates should send a CV and cover letter to tanvi@villgro.org and cc to mohammad@villgro.org and use the subject line “Manager-INVENT”