



Position: Relationship Manager

Job Nature: Full Time

Location: Noida

About Million Sparks Foundation

Million Sparks Foundation (MSF) is a tech-led education initiative focused on Teacher Capacity Building and aims to empower one million teachers by 2020. We believe that the role of education is to ignite a fire in every child and teachers are the sparks who do that. ChalkLit - MSF's mobile and web application platform provides bite-sized curriculum-linked resources to help teachers build their knowledge, and also plan and execute high-quality lessons. Currently, we are working with SCERT Delhi, SCERT Haryana, SCERT Goa and SCERT Uttar Pradesh.

We are a young organisation with an entrepreneurial culture. Our team requires a diverse group of passionate, self-driven, caring individuals who would like to contribute to this mission.

[Google](#) and [Central Square Foundation](#) are supporting MSF through grants for its work.

Position Summary

Relationship Manager is responsible for managing the relationship with our government partners. The position is responsible for strategizing, implementing and executing the online training programmes for the state. The focus will be to develop and implement strategies to target the trainings of all teachers of the entire state in a maximum of two years, inline with MSF's vision to reach out to 1 million teachers by 2020. This position will report to the CEO.

Key Responsibilities

Key responsibilities include, but are not limited to:

- Invest, sustain and grow the critical relationships with the key stakeholders (govt partners) for reaching the long term vision of MSF.
- Liaison and invest the government partner on our immediate mission; and drive the requirements and impact for MSF and for our government partner
- Lead the implementation of Online Capacity Building Program across the state in collaboration with the government partner.
- Create and implement effective strategies to drive training completion and engagement
- Collect and analyze relevant data or evidence for training engagement to develop practices and processes.

Required Knowledge, Skills & Qualities

- Excellent communication and relationship-building skills.
- A people's person with active listening skills and an ability to adapt/respond to different types of people and circumstances.
- Result driven and outcome focussed approach with a proven track record in data collection and analysis
- Strong on critical thinking with an ability to simplify and derive useful analytics from data.
- Good time management skills and flexibility in order to accommodate multiple projects simultaneously, with tight deadlines.
- Adaptable and flexible working style with a problem solving approach.
- Attention to detail with a strong analytical and inquisitive mindset.
- Most importantly, comfortable in multitasking with an entrepreneurial attitude and an ability to work independently.

Qualifications and Experiences

- Graduate and above
- Minimum 3 to 4 years of work experience.
- A prior exposure of working with government organizations is preferred.
- Experience of working effectively across a range of stakeholders, with conflicting priorities and the ability to successfully negotiate and influence to achieve desired outcomes

Remuneration is competitive with Indian NGO scales and will depend on the candidate's experience.

How To Apply

Brewing coffee is what excites us. If you know how to do it, we would love to meet you at our office in Noida. Even if coffee's not your-cup-of-tea, we would love to have you if you believe in our mission and want to contribute. Do drop in a few lines or buzz us telling more about yourself or something you want to know about us. Our coordinates are given below:

hr@millionsparks.org

www.milionsparks.org