



JOB DESCRIPTION | PROGRAM MANAGER, INDIA

JOB TITLE: Program Manager

DEPARTMENT: Programs

LOCATION: Remote; Delhi-based

REPORTS TO: Senior Director

CONTRACT TYPE: Full-time consultant

POSITION SUMMARY

The Program Manager will be a vital part of the India program team, leading execution of activities as per the country workplan, coordinating with stakeholders, managing timelines and, and ensuring the successful completion of program deliverables.

KEY RESPONSIBILITIES

- Design project work-plans in consultation with the Senior Director, Programs and local partners to achieve program goals and objectives
- Manage and support local partners by leading check-in calls, overseeing report management, and assessing project deliverables
- Manage pilot implementation of an Artificial Intelligence-based project in Chhattisgarh
- Conduct regular monitoring visits to partner organizations to assess the implementation of the curriculum, provide on-ground support, identify challenges, and document stories of change that highlight the impact of the program on learners and communities
- Liaise with local government stakeholders in consultation with the local partner elevating Girl Rising's work in the state.
- Curate district or state-level events in collaboration with the local partner to demonstrate Girl Rising's work in the state.
- Support the design of training workshops for government school teachers and/or facilitators on the effective use of educational resources, with the aim of strengthening their knowledge, skills, and confidence in delivering sessions.
- Contribute to the development of GR's curricula, tools, training and media assets and the adaptation of existing materials for use in new states in the country
- Produce quality writing pieces for internal and external communications and research, for different audiences, including for publication and conferences.
- Represent Girl Rising at external events; cultivate and strengthen a network of NGOs, government institutions and funders.
- Support in proposal development to expand Girl Rising's donor base in the country as and when needed.

REQUIRED QUALIFICATIONS

- Master's Degree in a relevant area

- A minimum of 5 years of experience in the space of social impact, gender or development.
- Demonstrated interest in and understanding of women's rights and gender equality space in India.
- Excellent writing and editing skills.
- Sound technical Understanding of AI concepts and related tools
- Ability to multi-task effectively as well as work independently and remotely and as part of a team.
- Strong interpersonal skills and the ability to deliver assignments on time.
- Experience with Microsoft 365 Suite, Google Suite
- Fluency in English and Hindi

REMUNERATION

The remuneration for this position is commensurate with experience and qualifications.

LOCATION

Remote based in Delhi

TO APPLY

Please send your updated curriculum vitae along with a cover letter to jobs@girlrising.org with the subject line: "Application for Program Manager - your full name" by November 9th, 2025