

**Position: Associate Consultant – Social Innovation for SPARSH program of BIRAC.**

**Number of Positions:** One (01)

**Position Code:** CON-40

**Consolidated Fee:** The consolidated fee for Associate Consultant shall be Rs. 75,000/- per month.

**Duration:** The engagement is contractual initially for a period of one year which is extendable based on performance and organizational priorities.

**Job Description:** SPARSH, the social innovation initiative of BIRAC, is strategically designed to leverage biotechnological interventions for addressing critical societal issues. The core premise of the SPARSH scheme revolves around nurturing a cadre of accomplished "Social Innovators". This position under SPARSH will be responsible for executing the activities detailed below.

**Key Responsibilities:**

- Coordinate the implementation of social innovation program, including grant management, due diligence, financial and legal requirements of program.
- Managing and participating in program related meeting, workshops, panel discussions and dialogues.
- Review grant proposals, assess project feasibility, and make funding recommendations to senior management.
- Manage the grantee/fellow selection process, including conducting due diligence on potential grantees and negotiating grant agreements.
- Provide ongoing support and guidance to grantees/fellows throughout the project lifecycle, including monitoring project progress, providing technical assistance, and troubleshooting challenges.
- Collaborate and interact with internal teams and external SPARSH partners to ensure alignment between grant-funded projects and organizational goals and priorities.
- Coordinate with the communications team to share grantee/fellow success stories and promote the impact of the social innovation program.
- Track and report on program performance metrics, including grantee outcomes and impact on target communities.
- Stay informed about emerging trends and best practices in social innovation and integrate learnings into program design and implementation.
- Assist in any other activity of SPARSH and work with the team for timely delivery of assigned tasks.

**Qualification:**

▪ **Necessary:** Masters in any area of Life Sciences/ Biotechnology/ Agri / Plant Sciences/ Humanities/ Pharma/ Management/ Social Science/ International Development or any other related area.

▪ **Desirable:** Ph.D in any of the above mentioned fields from a recognized institute.

**Experience:** Post Qualification between 3 years to 10 years with minimum 2 years of experience in managing national and / or international fellowship/grant/award, social enterprise, nonprofits or impact driven organizations.

**Desirable Skills:**

- Demonstrated writing & oral communication skills in English.
- Demonstrated experience in managing grant programs, including grant proposal review, grantee selection, project monitoring and evaluation.
- Strong understanding of social innovation concepts and approaches.
- Excellent project management skills, including the ability to prioritize tasks, manage timelines, and meet deadlines.

**Age Limit:** Maximum 45 years as on closing date of vacancy.