

Position: Project Manager - Sapno Ki Udaan Fellowship

Type: Part-Time (20 hours/week)

Location: Remote, with occasional in-person meetings

Duration: Initial 6-month contract with possibility for extension

Company Overview:

At **Ikvanshu Foundation**, we're more than just an organization—we're a movement. A small, passionate team of innovators and changemakers with a vision to transform under-resourced communities. **Sapno Ki Udaan Fellowship** is our flagship initiative aimed at empowering community leaders from low-income areas to create hyper-local solutions that drive real impact across education, health, and economic empowerment. With our startup mindset, every day brings new ideas and fresh opportunities to make a difference.

Position Overview:

As a **Project Manager** for the **Sapno Ki Udaan Fellowship**, you will join us as part of the **founding team**, playing a key role in shaping and launching this transformative program. If you have an **entrepreneurial mindset**, a passion for community development, and the drive to take ownership of a project that directly impacts lives—this is your chance. You will oversee the **creation of the fellowship's curriculum, its launch, and ensure its successful implementation** from marketing to operations, while working closely with our core team. This role isn't just a job, it's a chance to leave your mark on an ambitious, growing initiative that you will help build from the ground up.

Key Responsibilities:

- Curriculum Creation & Design:**
 - Collaborate with the program team to craft a cutting-edge curriculum focused on social entrepreneurship and community leadership.
 - Develop interactive, dynamic modules designed specifically for youth in low-income communities to empower them with the skills they need to create impact.
- Fellowship Launch & Marketing:**
 - Lead the charge in launching the fellowship—crafting a go-to-market strategy, marketing the fellowship, and attracting driven community leaders to join.
 - Develop creative outreach campaigns (social media, email, community networks) to generate excitement and build momentum around the fellowship.
- Operational Leadership:**

- Manage the day-to-day operations of the fellowship, from recruiting fellows to running training sessions, to ensuring smooth delivery of workshops.
 - Take ownership of every stage of the process: mentor-mentee matching, tracking fellowship outcomes, and managing program logistics.
4. **Growth, Impact, and Sustainability:**
- Measure success through KPIs and ensure the fellowship is delivering real impact within communities.
 - Leverage relationships to scale the program, build partnerships, and bring in new opportunities for fellows to expand their community-based projects.

Who You Are:

- **Entrepreneurial Thinker:** You're a natural problem-solver who loves building things from scratch and thrives in environments where there's room to experiment and innovate.
- **Visionary Leader:** You're not just managing the fellowship—you're a founder in spirit, eager to be part of the foundation that grows this program into something truly transformative.
- **Community Advocate:** You're passionate about creating opportunities for underserved communities and have experience working with diverse groups of people.
- **Multitasker Extraordinaire:** You're comfortable wearing multiple hats and juggling various responsibilities—from creating content to leading outreach efforts.

Qualifications:

- Demonstrated experience in **program or project management**, particularly in social entrepreneurship or community-driven initiatives.
- Strong experience in **curriculum development** or training facilitation, preferably within youth or community leadership programs.
- Ability to **design and implement marketing campaigns** across various channels, including social media and community outreach.
- A **startup mentality**—you're comfortable with ambiguity, proactive in finding solutions, and excited to build something meaningful from the ground up.
- Strong organizational skills and attention to detail to manage operations and track program success.

Benefits:

- Be a **founding member** of an exciting and impactful project with real-world, measurable outcomes.



- The opportunity to work in a **mission-driven, creative environment** where your ideas and contributions directly shape the future of the program.
- Networking and mentorship opportunities within the **social impact sector**.
- A **competitive stipend** based on mutual agreement, with the possibility of expanding into a long-term role as the program grows.
- Flexibility and autonomy to bring **your vision** to life.

Application Process:

Ready to help us change the world? Send your resume and a creative cover letter detailing why you're excited about this role to ikvanshufoundation@gmail.com. We're looking for someone who is bold, ambitious, and ready to take on the challenge of launching something big!