

Job Title: Manager, Behavioural Insights Unit, Uttar Pradesh (UP-BIU), CSBC

Reports to: Deputy Director

Location: Lucknow, Uttar Pradesh

Experience (in years): 6+ years

Nature of work: Full-time

About Ashoka University:

Ashoka University -India's premier interdisciplinary teaching and research university. An institution that has become a beacon of academic excellence in less than 10 years since its inception. At Ashoka, we encourage you to embrace the new, push the boundaries for continuous learning, and adapt to a world of constant change because we believe that each Ashokan is capable of becoming a thought leader.

As part of our thriving and committed workforce, you will:

Be Mission-Driven: Champion interdisciplinary learning, innovative pedagogy, and academic rigor to transform Indian higher education.

Think Strategically: Collaborate with visionary minds to shape the future of higher education through strategic planning and a forward-thinking approach.

Act Authentically: Embrace authenticity and integrity, fostering an inclusive and supportive environment where every voice is valued.

Take Accountability: Own your work and drive positive change, as an empowering individual seeking to make a meaningful contribution.

Build Collaboration: Experience the power of teamwork and diverse perspectives, working collectively towards our shared goals.

Deliver Excellence: Strive for excellence in all aspects, upholding the highest standards of academic excellence, student support, and professional development opportunities.

At Ashoka University, we are on a mission to redefine higher education and create a remarkable space where innovation and collaboration thrive. As a pioneering force in interdisciplinary learning, we continually grow and adapt to stay at the forefront of educational excellence with emphasis on inclusivity and equal opportunity. Our philosophy revolves around care, well-being, and connection, which are deeply embedded in everything we do.

When you join our community, you become part of an extraordinary journey in which you can unleash your potential and make a meaningful impact. Where education empowers, where innovation thrives, and where excellence and humility coexist. We truly believe the world will enrich itself when there is progress with purpose.

About the Centre for Social and Behaviour Change (CSBC):

The Centre for Social and Behaviour Change (CSBC), Ashoka University – India’s leading Liberal Arts University – is funded by a grant from the Bill & Melinda Gates Foundation (BMGF). The vision of CSBC is to establish an institution, based out of India that is globally reputed for thought leadership and excellence in impactful behaviour change interventions for low-income and marginalised populations. The Centre is focused on bringing new capabilities such as behavioural science, design thinking, advanced data analytics and responsive feedback to governments, practitioners and donors to help better design and optimise behaviour change interventions. We work closely with Central and State Governments as well as other stakeholders in the areas of nutrition, sanitation, financial inclusion, maternal & newborn care, data privacy and agriculture.

The UP-BIU project is an initiative by CSBC to strengthen policy outcomes in Uttar Pradesh, through the application of behavioural insights across key sectors such as health and nutrition, maternal and newborn care, water and sanitation, financial services, and education.

Overview

The Manager will be responsible for supporting the success of the Behavioural Insights Unit Uttar Pradesh (UP-BIU) in the application of behavioural science to improve public policy and programmes. This is an exciting opportunity to work with an enthusiastic and skilled team in an ecosystem of government officials and policy partners to institutionalise the use of behavioural insights in policy design for long-term changes in systems and outcomes. You will engage with the Government and partners with evidence-informed behavioural solutions for strengthening policy

outcomes. The Manager will manage associates in Lucknow and report to the Deputy Director for Policy.

Role and Responsibilities:

The Manager is responsible for completing projects and managing relations with key UP partners and the Government of UP. This includes working closely on a regular basis to take partner inputs, along with the UP BIU staff and agencies, to complete quality and timely outputs for the Government of UP system to use.

Partnership development: under the guidance of the Deputy Director and Senior Policy Specialist, provide support to manage relations with government officials, the UP Technical Support Unit (UP-TSU), and other partner organisations to identify and align on policy challenges and to develop projects to be scaled by the Government.

Relationship Building: Develop and nurture relationships with existing and potential partners, as well as community organisations. Identify and engage new partnership opportunities aligned with organisational goals and values and maintain regular communication to ensure satisfaction and alignment with organisational objectives.

Project Management: Develop detailed project plans, including scope, timelines, and resource allocation; monitor and track project progress, making adjustments as necessary and ensure all projects are delivered on time. Maintain a dashboard of the activities and work flow of the UP BIU, and prepare progress reports for external partners.

Advocacy and Public Relations: Represent the organisation at meetings, conferences, and events to promote partnerships and raise awareness of our mission. Collaborate with the communications team to develop marketing materials, press releases, and other collateral to showcase partnership successes.

Monitoring and Evaluation: Track and evaluate the effectiveness of partnerships in achieving organizational objectives with Evaluation team at CSBC. Prepare reports and presentations on partnership activities and outcomes for internal and external stakeholders.

Travel: travel to and stay in districts in Uttar Pradesh will be required as and when projects start to build relations with the district stakeholders and project management, and later to share learnings of the project with the local stakeholders;

Qualifications and Experience:

Education: Bachelor's degree in a relevant field (e.g., Social Sciences, Development Studies, Business Administration). A Master's degree is preferred.

Experience: Minimum of 6 years of experience in programme management within the non-profit sector.

- Proven track record of successfully managing large and complex projects.
- Experience in monitoring and evaluation, resource management, and stakeholder engagement.

Skills and Competencies:

- Strong leadership and team management skills.
- Excellent communication and interpersonal skills.
- Ability to think strategically and solve problems effectively.
- Proficiency in project management software and tools.
- Strong analytical skills and attention to detail.
- Ability to work under pressure and meet tight deadlines.

Application Submission Process:

We invite you to embark on this journey by submitting your application to Ashoka University's Centre for Social and Behaviour Change. To ensure your candidacy receives the attention it deserves, kindly follow the application submission process outlined below:

Please submit an updated CV and a one-page cover letter highlighting relevant experience. Please combine both documents into one PDF attachment.

Send your application to careersatcsbc@ashoka.edu.in, with the subject line – (ManagerUPBIU_CSBC_Applicant Name).

Include Essential Details: Along with your CV, kindly provide the following information:

- Last compensation received: We value your expertise and acknowledge the importance of fair compensation.

- Expected salary: Share your aspirations for growth and remuneration.
- Notice period: Inform us of the time required to transition from your current role, if applicable.

Adherence to Deadlines: To ensure fairness and efficiency, please submit your application by 10 November 2024. We recommend you apply early, as applications will be processed as received, and the position may be filled before the closing date. Applications received after the deadline will not be considered.

We are an equal opportunities employer. Remuneration will be competitive with Indian non-profit pay scales and depend upon the candidate's experience levels and the overall organisation's salary structure.
