

**Job Title:** Senior Manager/ Manager, Programs and Partnerships, AshokaX

**Reports to:** Senior Director and Head - AshokaX

**Location:** Delhi office, with frequent travel to the Ashoka campus as needed

**Experience (in years):** 6- 10 years of functional experience with Premier Organizations

**Nature of work:** Full-Time

### About Ashoka University:

Ashoka University is India's premier interdisciplinary teaching and research university, an institution that has become a beacon of academic excellence in the less than 10 years since its inception. At Ashoka, we encourage you to embrace change, learn and grow continuously, and strive for excellence in what you do.

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 other innovative colleagues 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 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 high quality 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 thrives. 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 enhance your potential and make a meaningful impact.

### About AshokaX:

AshokaX is a unique and pioneering initiative by Ashoka University, India's premier Multidisciplinary, Liberal Arts and Sciences university, to bring its world-renowned faculty and learning experience to a broader audience in India and around the world. Built on a robust intellectual foundation, AshokaX intends to further Ashoka University's mission to be inclusive, innovative, and diverse in its offerings. AshokaX will offer a wide range of online programs, both live and asynchronous to a broad diversity of learners from high-school and college students to working professionals and lifelong learners. AshokaX is backed by Ashoka University's unmatched academic and intellectual resources and its strong brand in the Indian higher education space.

### Role and Responsibilities:

AshokaX is looking for an enterprising Program Manager to work closely with leadership, faculty members and external partners to develop and manage unique courses and offerings and ensure that the all-round program objectives are met. AshokaX is an exciting new initiative launched by Ashoka University, India's premier Multi-disciplinary, Liberal Arts and Sciences University. The Program Manager will be responsible for the management of select Programs – from conceptualization to curriculum, instruction design, and e-learning integrations, working with the AshokaX team, till delivery and meeting of the program objectives. Key responsibilities include:

- Support the leadership to envision and evangelize AshokaX courses amongst
- Ashoka faculty members, departments, and external contributors. Work with them to identify suitable course topics and themes and help in designing them based on market feedback and research.
- Manage the course development and go-to-market schedule and ensure quality standards and tracking through the process.
- Function as the central node among the academic, production, technology, and marketing functions and represent AshokaX to external partners and vendors.
- Research the evolving learning landscape and support the leadership in identifying new partnerships and evolution of strategy for AshokaX.

- Ensure a great learning experience for AshokaX courses and work closely with the marketing team to support the brand

### Qualifications and Skills Required:

The ideal profile for the AshokaX Course Development Manager position is an enterprising education sector professional, with wide-ranging intellectual interests and keen emotional intelligence. The candidate should be intellectually curious, and have a grasp of the higher-education market as well as an awareness of the latest in instruction design, learning science, and e-learning resources and tools.

- A master's degree from a premier institution is preferred.
- Proven experience (3+ years) in ed-tech, education or online learning industry in a multi-stakeholder environment
- Demonstrated ability to identify new partners and meet business objectives is necessary.
- Strong project management skills, with the ability to prioritize and manage multiple projects simultaneously.
- Excellent written and verbal communication skills, with a keen eye for detail and the ability to convey complex ideas in a clear and concise manner.
- Strong analytical and critical thinking skills, with a data-driven mindset.
- Knowledge of online learning platforms and online program development is desirable.
- The candidate should be comfortable working in a startup-like environment with ambiguity and emerging contexts and goals.

### Application Submission Process:

Submit your application to Ashoka University's team AshokaX team to ensure your candidacy receives the attention it deserves, kindly follow the application submission process outlined below:

**Prepare an Updated CV:** Showcase your professional accomplishments, skills, and experiences in an updated curriculum vitae.

**Submit Your Application :** <https://forms.gle/xsvexyfbS1dUJQ4Y6>

**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

Only shortlisted candidates will be contacted as part of our rigorous selection process.

**Adherence to Deadlines:** To ensure fairness and efficiency, please submit your application by **29<sup>th</sup> January 2024**. Applications received after the deadline will not be considered.