

UNIVERSITY OF CHICAGO TRUST

11, GLOBAL TECH PARK, FIRST FLOOR, O'SHAUGHNESSEY ROAD, LANGFORD TOWN, BENGALURU-560025, KARNATAKA, INDIA

Title : India Program Head

Program : International Innovation Corps (IIC-India)

Reports to : Executive Director, University of Chicago Trust

About the Trust

The University of Chicago Trust is a charitable trust in India, established in 2008 by alumni of the University of Chicago. The objectives of the Trust are to support educational programs, research programs, and activities that contribute to the betterment of India.

About IIC

Established in 2013, International Innovation Corps (IIC-India) is a social impact program that operates out of the University of Chicago Trust and exists at the intersection of governance, systems change, and leadership development. IIC-India brings academic and strategic rigor to bridge the gap between policy design and on-ground implementation. IIC-India partners with a broad spectrum of stakeholders - government agencies, philanthropies, mission-driven organisations, and multilateral institutions, by placing small project management teams, working closely with bureaucrats and development sector leaders to address India's most critical development challenges.

Currently, IIC-India works across five main sectors: Digital Health, Tech and AI, Education, WASH, and Social Innovation, with a footprint in 6 states. The program aims to create scalable, sustainable, and long-term social impact while nurturing future leaders for the policy and development ecosystem in India.

Position Description

The Trust is seeking an India Program Head (IPH) to provide strategic and institutional leadership for IIC-India's work throughout India. The IPH will be responsible for strengthening IIC-India's presence, building high-trust partnerships with government, philanthropic, academic, and social sector institutions, ensuring high-quality delivery across the fellowship and project portfolio, and positioning the program for long-term sustainability.

Reporting to the Executive Director, University of Chicago Trust, the India Program Head will lead IIC's program staff and project teams - with oversight of fellows, consultants, partnerships, and overall program delivery across the portfolio. This senior leadership role combines strategy, external representation, fundraising, program oversight, people leadership, governance, financial responsibility, and compliance accountability.

Responsibilities

- Formulate and execute IIC-India's multi-year programmatic growth strategy, translating vision into annual operating plans, budgets, and clear team and project priorities.
- In line with donor and sector requirements identify opportunities to deepen and scale IIC-India's programmatic work across sectors, geographies, and institutions; incubate new fellowship formats or business
- Building on existing project work, strengthen IIC-India's institutional presence and establish IIC as India's most aspirational fellowship in the governance, systems change and leadership development space for the benefit of India and its citizens
- Pursue program and project mandates for organizational growth and long-term sustainability or programs by expanding the institutional partner and collaborator network, continuing the program aims to recruit top-tier fellowship talent, and scaling IIC-India's footprint into untapped sectors and geographies in India.

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- Cultivate and manage enduring, high-trust partnerships with senior administrative officers and leadership within public systems at central, state, and local levels to meet and manage social impact project aims and expectations.
- Represent IIC in external forums, shaping sector conversations, and research dissemination from IIC's work through knowledge products and convenings.
- Provide oversight for the IIC Fellowship experience, including recruitment, selection, placement, onboarding, induction, training, mentorship, performance feedback, partner and funder engagement, and alumni engagement.
- Oversee the IIC program staff promoting a collaborative, inclusive, and high-performance organisational culture.
- Work closely with the Trust leadership and internal teams to ensure alignment across program, operations, finance, compliance, communications, and institutional priorities.
- Lead high-quality reporting and relationship management with the UCT Board, stakeholders, donors, and other senior institutional leaders.
- Provide oversight on program budgets, grant utilization, financial planning, donor-linked reporting, resource allocation. Work closely with UCT finance, operations, legal, and audit teams to ensure compliance with FCRA regulations, institutional policies, statutory requirements, donor obligations, procurement norms, and audit processes.
- Identify, monitor, and manage strategic, operational, financial, compliance, and reputational risks across IIC's India program, escalating issues where required. Support strong internal controls and timely closure of audit observations by strengthening documentation, review systems, and compliance practices.

Qualifications

Education:

- A Master's degree in public policy, public administration, business administration, development studies, economics, management, law, social sciences, or a related field is preferred.

Experience:

- At least 8 years of progressive leadership experience in mission-driven organisations in either philanthropy, public policy, consulting, academia or government-facing programs

Competencies

- Proven capability in donor stewardship and managing high-value grants and collaborators from CSR, foundations, or bilateral/multilateral institutions.
- Deep knowledge of India's public policy, government machinery, and development sector, with an existing network of senior relationships.
- Outstanding strategic thinking, financial/grant management acumen, and quantitative/qualitative analytical skills.
- Familiarity with FCRA regulations and Indian statutory compliance requirements for non-profits.

Please apply through this link only : <https://forms.gle/Q5SAP8nLpHvaejHn8>

Work Authorization: The candidate must be legally authorized to work in India.

Proposed Start Date: September 2026

Location: University of Chicago Center, New Delhi. Frequent regional travel required