

Job Description - Manager Volunteers

About the role:

As the Volunteer Manager, you are the architect of a national movement. You will design the infrastructure that transforms passionate individuals into active citizens. Your success is defined by the strength of the Volunteer leaders you cultivate and the consistency of the "Organization experience" as we scale across India. You will play a pivotal role in decentralizing leadership, ensuring every club remains a self-sustaining hub of social change.

About the Program:

Organization is building one of India's largest volunteer movements. By 2030, we aim to engage 10 lakh volunteers through Organization Clubs, a grassroots movement of volunteers and leaders enabling hyperlocal contributions to their own communities. **Every Organization volunteer is a changemaker, and an active citizen working toward a better India.**

Roles and Responsibilities:

- **Campaign Design & Execution:** Create high-impact national and local campaigns that convert passive interest into active, consistent volunteer participation.
- **Retention & Engagement:** Build frameworks to improve volunteer retention by fostering a deep sense of purpose, recognition, and community connection.
- **Leadership Architecture:** Design and implement a scalable leadership development framework to identify, mentor, and empower "Club Leads" to manage chapters independently.
- **Strategic Expansion:** Drive geographical growth using data-driven systems and strategic partnerships to ensure the movement is sustainable and resilient in new territories.
- **Operational Excellence:** Maintain the "Organization Standard" across a decentralized model, ensuring alignment with organizational goals and values across all districts.

Educational Qualification/Experience:

- Bachelor's/Master's degree in any relevant field or a fellowship
- Minimum 3 years of Volunteering experience and community engagement.
- Minimum 2 years experience in Volunteer management.

Knowledge & Skill sets required:

- **People Leadership:** High emotional maturity and the ability to resolve conflicts in a decentralized, non-hierarchical environment.
- **Communication:** Exceptional English communication and the ability to inspire diverse groups through public speaking and digital platforms.
- **Operational Grit:** A "proactive and resourceful" mindset with the willingness to travel nationally to ground-level club activities.

Others:

- Scope: Full Time
- Age Criteria: under 35 years
- Reporting to: Organization Clubs - Manager.
- Salary Range: 8 - 10Lpa (Based on candidate profile)
- Expected Start Date: Immediate
- Location: Chennai/Hybrid

Please share your resume at: contact@pmspl.net.in