**Project Associate, Action For India**

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| **Role** | Project Associate- Social Enterprise Advisory Services |
| **Compensation** | Upto INR 5.0 L.P.A |
| **Qualification** | A bachelor's/Master's degree in Entrepreneurship/ Any other field |
| **Experience** | 2 to 3 years of work experience in the entrepreneurship/social impact space.<br>Candidates must have at least 1 year of relevant experience in the for-profit sector. |
| **Location** | Remote |

## About AFI

Our core customers at Action For India (AFI) are early-stage, tech-enabled, for-profit social entrepreneurs of India. Our mission is to identify these high-potential social entrepreneurs (working in sectors such as Education, Healthcare, Agriculture, Livelihood, Clean-Tech, and Fin-Tech) and connect them with resources to help scale the impact of their work - be it funding, mentors, technology resources, government decision-makers or customers. Since its inception in 2012, AFI has helped more than 1000 social entrepreneurs in their scaling journeys.

AFI is an international impact organization with presence in the USA, UK and India. In India, we are a Section 8 Company (with 80G, 12A and FCRA certifications) and in the US we are a 501-c3 organization. Our two active chapters outside India are in Silicon Valley, USA and London, UK.

Our main initiatives include the AFI Annual Forum, Social Enterprise Advisory Services (SEAS), Women in Social Entrepreneurship (WISE), AFI i-TIC Foundation Social Entrepreneurship Accelerator (AISEA), Impact Investment Fund (3i Partners) and the Silicon Valley Challenge (SVC) Trek.

AFI has been supported by several foundations and investors including eBay Foundation, UNGC, IDRF, Guru Krupa Foundation, Deshpande Foundation, Omnivore, Let's Venture, etc.

We have also been supported by tech giants such as Intel, Cisco, HP, Nokia, etc. to give impetus to our programs. For further details, please visit https://actionforindia.org/

## About the Role

**Key Deliverables:**

1. Coordinate with executive management of AFI for smooth conduction of SEAS program
2. Assistance in identification and onboarding of Social Enterprises (SEs) in AFI
3. Close coordination with Social Enterprises (SEs) to assess their needs and requirements
4. Assist AFI executive team to define SEs deliverables and monitor the progress with timelines
5. Compile AFI & SEs level data across metrics as defined time to time
6. Help in strengthening of AFI networks of mentors, advisors, investors, domain experts etc
7. Maintain a pipeline of early to late stage Social Enterprises (SEs) with digital presence
8. Coordinate & develop relationships with other prominent startup enablers, ecosystem players, social impact influencers, investors, mentors, NGOs etc.
9. Assist executive team to draft the various proposals for revenue generation, grants, funds for AFI & SEs and other ecosystem players
10. Coordinate with Digital Marketing team to curate and populate marketing collaterals across forums
11. Coordinate with website vendors to ensure timely content updation
12. Identify & Onboarding of vendors, interns for various needs of AFI & SEs

**You'll excel in this role if you possess the following skills and attributes:**

- 1 year of experience in the for-profit sector
- Intermediate to Advance knowledge of MS-Office
- Fluent in written and spoken English, Hindi
- Basic understanding of collaterals design
- Flexible working hours suiting AFI's global network
- Project planning & execution
- Understanding of startup ecosystem and prominent players in space

**How to Apply:**

Candidates who fulfill the eligibility criteria should submit their details https://bit.ly/3w2QAIH
In case of any queries, you may write to us at careers@actionforindia.org