



**Programme Manager:
Grants**

Apply by: November 15, 2025



Avaazein Foundation (AF)

VISION

Communities working together using democratic and constitutional values to build an equitable, gender-just society, free of discrimination.

AF is an Indian non-profit organisation working since 2022. It supports individuals, and organisations believing in constitutional values and working in creative ways to build an equitable and just world.

‘Avaazein’, means ‘Voices’, that for us connotes verbal and non-verbal expressions of aspirations, demands, celebrations, and reclamations of rights and dignity.

About the Position

The Programme Manager – Grants will work closely with partner organisations and support them in managing grants and enhancing their capacities to access and absorb grants and resources. Therefore, the person needs to have the experience to work with small and new organisations that may have little or no prior experience in receiving, managing and utilising grants.

Role of Programme Manager-Grants

Organisational level

- ❖ Contribute to strengthening AF's vision, with other members of the organisation.
- ❖ Contribute to developing and improving AF's policies and systems based on experience and lived realities.
- ❖ Contribute to improving knowledge building and practices within Avaazein Foundation, and the realm of feminist philanthropy.

Programme level

- ❖ Sourcing, vetting, and finalising grant proposals.
- ❖ Support grantee partners in implementing programmes smoothly at the ground level.
- ❖ Facilitate strategic processes with partners to assess and strengthen their ongoing programmes and organisational needs.
- ❖ Network with NGOs, CBOs, sangathans to work on various issues aligning with AF's vision.
- ❖ Plan and conduct half-yearly and annual reflection processes with grantee partners.

Role of Programme Manager-Grants

Programme level

- ❖ Reporting and Documentation of processes and practices related to the Grants work.
- ❖ Support the Grants and Resources Director in developing guidelines and documents to systemise the Grants work.
- ❖ Support partner organisations in annual planning and budgeting.
- ❖ Ensure that partners maintain statutory compliances as per Indian Laws and Regulations; compliances as per AF's requirements and formats.
- ❖ Contribute to enhancing the fundraising capacity of partner organisations.

Requirements for the Role

- 1 Minimum 3 years of experience in Grant Management with partner organisations is essential
- 2 Experience of working at the grassroots is preferred/recommended.
- 3 Preference would be given to persons who are marginalised on the basis of their gender and sexuality, at the intersections of identities including caste, religion, disability and race.
- 4 Preference will be given to candidates who come from any of the Southern states, or those who belong to any of the states from the North-East region.
- 5 Understand power inequalities and injustice in society and their impact on marginalised communities
- 6 Understand human rights and constitutional values. Belief in feminism and feminist approach is desirable.
- 7 Communication skills in English and Hindi and/or in one other Indian language
- 8 Openness to learn, un-learn, experiment, re-learn, and work in a hybrid (virtual and physical interactions) and evolving environment.

Bringing your strengths, creative and imaginative ways of working, and sense of fun would help make Avaazein a better place to work

Application Details

Name of the position: **Programme Manager - Grants**

Location: **Candidate could work from any location in India**

Type: **Full Time**

Reporting Colleague: **Grants and Resources Director**

Annual salary: **Rs. 12-17 Lakhs, commensurate with experience**

Note:

This role requires extensive travel anywhere in the country to field areas of partner organisations, and for other organisational purposes

Application Details

The position is open until November 15, 2025. Kindly share **your CV** and **tell us why you are interested in this position**. Please feel free to use any method/form you like (written, audio, video, or any other format of your choice).

Email it to bindu@avaazeinfoundation.org

If our requirements align, we will reach out to further understand your work and experience through interaction/s. The mode of communication will be decided based on mutual convenience. Applications will be processed on a rolling basis.

Avaazein Foundation believes in creating a space where people from diverse backgrounds and experiences can share, learn, and grow together. Do let us know if you would like to join us on this journey.



AVAAZEIN FOUNDATION

Powering Voices