



Green Yatra

Be the Change, Bring the Change ...

Program Manager

At Green Yatra, our team is made up of people from a range of backgrounds, but we all share one value - a passion for the betterment of the environment. Are you interested in a career where you can use your skills to give back to the community? Passionate about making a difference to our environment?

We are looking for skilled and passionate individuals to join our team at Green Yatra.

Please read the Job description and other details carefully before filling the form.

A. Location: Mumbai, Delhi NCR, Pune, Jaipur & UP (Initial Training Period - minimum 3 months in Delhi / Mumbai then UP as per the project requirement)

B. Qualification: MBA/MSc/Master/MSc in Natural Resource Management/ Environmental Science/ Water Management/ Botany/ Horticulture/ Agroforestry.

C. Experience: 5 to 7 years

D. Desirable Skills:

- Passionate and enthusiastic for environment.
- Project Management and Leadership skills to lead and manage different project and teams.
- Open to take multiple responsibilities and roles apart from designated work profile.
- Compulsory prior experience of Forestry/ Miyawaki Afforestation/ Biodiversity Park and Botanical Park development and Water conservation, Natural Resources Management.
- Corporate communication, fund raising for long-term and high-potential donors – Corporate CSR, Foundations, and Individuals.
- Support the fund-raising team in setting up centralized engagements, sourcing and creating high quality engagements across regions.
- Hiring and development of local team to execute and management of the project.
- Ready to work on field in tough conditions and frequent travelling.
- Efficient written and verbal skills in English and local language to communicate with top corporate and govt officials.
- Good PR, relationship management and onsite problem-solving skills.
- Knowledge and experience of working in a Not for Profit.
- Excellent communication and computer skills - MS Office (PowerPoint and Excel) with Project proposals and report making.



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E. Roles and Responsibilities:

- Meeting with corporate clients, Govt. officials, volunteers' groups for project development and project presentation.
- Program planning and effective implementation.
- Research and Development for new and ongoing projects.
- Co-ordinating with a partner and executing the projects tree e.g., Plantations /water conservation
- Planning and Guiding to team for the project events (e.g., volunteering, inauguration) with partners.
- Making reports, Project proposals, MIS, and other relevant data for new and ongoing projects.
- Team management and allocation work for effective implementation of project.
- Existing projects site visit for audit and maintenance with corporate clients.
- Managing the communication with project stakeholders.
- Reporting the progress of the programme at regular intervals to reporting manager.
- Any other responsibilities given by organization as per the project requirement.

F. What Green Yatra can offer you:

- A competitive remuneration package.
- A challenging, flexible, compassionate and employee-oriented work environment.
- A chance to be a part of one of the leading NGOs in India and expand your knowledge and skills in the world of sustainable growth and development.

G. How to Apply :

If you are interested in this profile, please complete the application form.

https://docs.google.com/forms/d/e/1FAIpQLSfZOTXzLg9ggvuB2cnsHL00-XBelno9rhyu7U5lGSRnGmNtiQ/viewform?usp=sf_link

If you experience any difficulties during the application process, please don't hesitate to send your resume directly to work@greenyatra.org .