

Job Opening

About Raah Foundation

At Raah Foundation, we believe in 'philanthropy by design'—a philosophy rooted in change without charity. Rather than relying on aid, we emphasize community empowerment. We actively engage with the communities, drawing on their ancestral wisdom and collaborating with them to ensure each initiative is aligned with their true needs. This ground-up approach fosters local ownership, turning passive recipients into active participants, who take the lead in their own development journey. In doing so, we create lasting, sustainable change that is shaped and driven by the people themselves. Are you a proficient tech specialist, a wizard in harnessing data, or an individual eager to embark on the journey of sustainability alongside us? Let us collectively innovate, engineer, and implement sustainable solutions that alleviate the impacts of climate change and improve lives of the poorest communities, and contribute to several SDGs.

Position: IT Manager

Primary responsibility will be to enable technology and data aligned solutions across the project journey. The candidate will be responsible for ensuring data aligned project operations and technology enabled solutions for different programs. The person will have the chance to move things from 0-1 in this role across all projects/programs that are in progress.

Responsibilities:

Position Overview: You will play a pivotal role in leveraging advanced data management techniques and cutting-edge technology solutions to support the successful implementation of projects. You will be responsible for driving the technology strategy across all the programs. Your expertise will be crucial in driving the efficient collection, analysis, and utilization of data, ensuring the seamless execution of our projects and contributing significantly to our initiatives.

Key Responsibilities:

1. Data Management and Analysis:

- Develop and implement robust data-enabled project operations, utilizing innovative surveying solutions and data analytics techniques.
- Create and maintain comprehensive dashboards across different project stages to monitor project health, identify trends, and proactively recommend solutions.
- Collaborate with cross-functional teams to set up surveys on third-party SaaS tools, ensuring alignment with project requirements.
- Analyze data to identify patterns, trends, and areas for improvement, facilitating data-driven decision-making within the organization.
- Work closely with the project implementation team to establish data-aligned primary research practices, ensuring the accuracy and relevance of collected data.

2. Technology Solutions and Integration:

- Gather and analyze complex user requirements, both internal and external, to develop detailed requirements documents for technological solutions.
- Collaborate with technology partners to create and implement tailored tech solutions, enhancing internal and external project operations.
- Set up and configure technological solutions, including project management tools, to optimize efficiency and streamline workflows.
- Provide technical support and expertise to the team, ensuring the seamless integration of technology into project processes.

3. Project / Program Support:

- Conduct training sessions for internal teams and partners in collaboration with the project team, ensuring proper understanding and implementation of systems and processes.
- Assist the project team in setting up systems for tracking project metrics, data capture, and correction, ensuring the accuracy and integrity of project data.
- Collaborate closely with the team to provide technological expertise, offering support and guidance from a project implementation perspective.
- Ensure the organization follows best practices in cybersecurity to protect sensitive data.
- Stay up-to-date on technology compliance regulations and ensure organizational adherence to them.

4. Communications/ Soft Skills:

- Strong communication and interpersonal skills.
- Ability to translate complex tech concepts for non-technical staff.
- Commitment to the mission and values of the non-profit organization.
- Ability to work independently and in a team-oriented, collaborative environment.

Qualifications:

- Bachelor's or master's degree in Computer Science, Software Engineering, Data Science, Information Technology, or a related field.
- 8-10 years of experience in IT Management, Software engineering, Application design and development, Systems implementation and rollout., etc.
- Proven experience in data management, data analysis, and implementation of technology solutions in project settings (Excel, Google Sheets, PowerBI, Tableau etc.).
- Expertise in GIS software (e.g., ArcGIS, QGIS) and geospatial analysis.
- Proficiency in data analytics tools (Python/R), project management software.
- Strong analytical mindset, attention to detail, and problem-solving skills.
- Desire to bring change and work in the non-profit sector
- Excellent communication skills and ability to work collaboratively in a cross-functional team environment.
- Passion for environmental conservation and sustainability initiatives is a significant plus.

Remuneration:

Commensurate to experience and skill

How to Apply: Interested candidates are invited to submit their resume and a cover letter detailing their relevant experience and qualifications to hr@raahfoundation.org Please include the subject line: "Application for Technology Analyst Position – [Your Name]".

Note: This job description is intended to convey information essential to understanding the scope of the position and is not an exhaustive list of skills, efforts, duties, responsibilities, or working conditions associated with it. As we are a non-profit, there will be opportunities/requirements where the person picked for the role might need to step into other roles, if warranted. Responsibilities may change, and the startup reserves the right to revise the job description at any time.