

Job Title: Assistant Manager/Deputy Manager, Outreach

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Reports to: Senior Manager/Assistant Director, Outreach

About Ashoka University:

Ashoka University is a pioneering university in India, providing an interdisciplinary liberal education on par with the best universities in the world. Ashoka students learn to be critical thinkers, effective communicators and ethical leaders, from outstanding faculty who have previously taught in leading global and Indian universities. In a very short time, the university has established a stellar reputation for quality of faculty and student experience. Ashoka University students have been placed in many of India's leading organizations in the consulting, banking, corporate, CSR and social sectors.

Role and Responsibilities:

- **Strategy**
 - Implementation of outreach strategies to maximise visibility and reach to target audience for UG/YIF programs
 - Business Development – new customer acquisition
- **People**
 - Working in close coordination with the Regional Manager
- **Operations**
 - Efficient implementation of outreach initiatives like delivering presentations and interactive sessions, participation in career fairs etc.
 - Managing events such as principals' meets, press briefings, open houses
 - Organizing academic workshops run by faculty at schools or sites
- **Relationship Management/Business Development**
 - Nurturing and managing existing and prospective relationships with school administrators, counsellors and third parties/business associates to set up interactions with students and parents of target groups
 - Building new relationships with schools, increasing market reach and penetration in assigned territory.

Eligibility:

- Bachelor's Degree/Masters or equivalent
- Minimum 2-6 years of experience with premier organizations

Skill Sets Required:

- Strong relationship management skills
- Persistence and diligence
- Exceptional communication skills

Location of work: Kolkata/ Bhubaneswar/Patna, India

Days of work: This is a full-time role, Monday – Friday

Share your resumes at connect.hrd@ashoka.edu.in