



Operations Manager @ Just For Kicks

Locations: Mumbai, Pune

Summary

If you're expecting a full blown 'job' description - you might want to just close the tab straight away, for we'd not like to disappoint you. We are a not-for-profit start-up, one that is on the road less travelled making a genuine attempt to change the attitude towards sports in India. Much like the work we do, our attitude towards 'work' (if you'd like to call it that) is different. We are fun, wee bit crazy, mad about sports, worried about education, and wear our heart on our sleeves. If you relate to any of that, keep aside a couple of minutes - we'd like to tell you what we do and why we might like having you on board.

About The Organization

With the motto of #EveryonePlays, Just For Kicks intervenes in low-income public and private schools to enable children to succeed socially and professionally while leading healthier lives through its football program. It also serves as a launchpad for grassroots talent given its school based intervention model.

Since its inception in 2011, Just For Kicks has impacted children in over 100 private and public schools. In 2017-18, Just For Kicks will be working with 3,500 children in Mumbai, Pune, Bangalore, Hyderabad, and Dharwad (Karnataka) – providing them with resources, intense training, and opportunity to participate in the youth league/tournament through its Football program.

Among all the organizations that harness the power of sport to bring about change, we're one among the handful that focus on an **in-school intervention model**. We believe in working with children when they begin school and work towards child retention, life skills development, fitness improvement, and ultimately – academic success too. We begin working with children at the age of 7 and continue supporting the same child all the way up until 16 years of age, providing a minimum intervention time of 8 years. Our in-depth attention towards each child has a significant impact on the child's approach towards school, which causes a positive effect on attendance and dropout rates.



Our Operations Manager role includes but is not limited to

1. Understanding every aspect of the Just For Kicks curriculum and philosophy in order to take the lead on its implementation yourself, as well as through the coaches.
2. Understanding operations and logistics of implementing the program in order to ensure the Just For Kicks vision comes alive in all partner schools.
3. Leading all School Operations - including but not limited to - coach timetables, MOUs, parent orientation sessions, student data, payments, stakeholder investment, and coach attendance.
4. Conducting random visits to a certain percentage of schools 1-2 times a month, planned and discussed with the Program Manager. This is to understand and record:
 - a. Coaches' teaching methodology
 - b. Coaches' behavior
 - c. Coaches' lesson for the day, and how he/she is implementing it
 - d. General quality control of delivering the program (your feedback, and mode of communication to the coach will be primary here)
5. Fundraising within the city - setting up meetings, maintaining relationships, working with the City Lead to raise necessary funds for successful Program execution
6. Co-planning & executing events within your city and in other JFK cities; coming up with new ways for us to engage with partners & supporters.
7. Maintaining all internal organisation documentation & holding others accountable to deadlines, tasks, and deliverables.
8. Developing partnerships to improve quality of Program, foster organisation growth, and to increase impact on child, team, and school.
9. Planning and co-creating all essential communication to schools that are part of the Program and its operation/execution.
10. Working with Program Manager & City Lead on a daily basis to ensure internal alignment and smooth execution of Program
11. Collaborating on other org-wide projects along with other members of the team; Can potentially have a functional focus

We expect you to have sound knowledge on the technical side of football and potentially have prior coaching experience.



If this sounds like the job for you, write to us at everyoneplays@jfkindia.org

www.jfkindia.org

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