

## **THE LEPROSY MISSION TRUST INDIA (TLMTI)**

**Job Title: DIRECTOR – OPERATIONS**

**Number of Positions: 1**

**Place of posting: Delhi**

**Reporting to: Executive Director**

### **Background of the Organisation:**

The Leprosy Mission Trust India (TLMTI) established in 1874, is the largest Non-Governmental Organization (NGO) in India, working with persons affected by leprosy, disability and other marginalised communities for over 143 years, in the areas of health, education, sustainable livelihoods, community development, advocacy and communication, research and training. TLMTI has 14 hospitals, 6 Vocational Training Institutes, a state of the art Research Laboratory, 5 small residential facilities (Snehalayas) for the care of elderly people who are disabled due to leprosy and community based development projects across 9 states in the country. TLMTI also supports the National Leprosy Eradication Program.

### **Role Summary**

The Director – Operations will be responsible to provide strategic leadership and oversight to domain functions of the organisation i.e.; Health, Sustainable Livelihoods and Empowerment, Knowledge Management (Monitoring & Evaluation, Research & Training), Advocacy and Communication, Project Development and Fund Raising.

### **Generic Role**

- Positioning TLMTI strategically in response to changes in the external environment and emerging opportunities.
- Participate as a member of TLMTI Senior Management Team and contribute to achieving the overall objectives of TLMTI.

### **Role Specification**

- Oversee development and roll out of Country Strategy implementation plan, set annual priorities, monitor progress and report status to the Executive Director.
- Lead and supervise the Domain Heads of Health, Sustainable Livelihoods and Empowerment, Knowledge Management (Monitoring & Evaluation, Research & Training), Advocacy and Communication, Project Development and Fund Raising.
- Strengthen organisational systems and processes to support programme planning, implementation, reporting, development of new programmes and fund raising to enhance impact and sustainability of the Organisation.

- Facilitate and ensure strong cross functional collaborations.
- Facilitate change management in the organisation for programmatic and financial sustainability of the organisation.
- Represent TLMTI at different fora – both National and International.

**Primary Responsibilities include:**

- Review effective implementation of Country Strategy plan, Domain outputs on a periodic basis, quality assurance and support Domain Heads for necessary course corrections.
- Oversee and review the agreed deliverables of Project Development and Fund Raising to enhance the impact of the program and financial sustainability of the organisation.
- Create an ecosystem for innovation in the organisation, such that new concepts, methods, tools and techniques can be piloted and scaled up through partnerships with external agencies.
- Enhance the visibility of TLMTI at National and State level as a key player to influence policies and guidelines for people affected by leprosy and disability, and for marginalised communities with evidence generated from program implementation and research.
- Oversee learnings from Monitoring and Evaluation, Research & Training, and other processes are used as a management tool for improving existing programs, developing new programs and disseminating them for wider policy influence.
- Establish strategic partnerships and networking for programmatic and financial resilience and sustainability of the organisation.
- Mentor and facilitate capacity building of program leaders for effective team output (including regular field visits).
- Any other task as assigned by the Executive Director.

**Professional Qualifications & Experience**

**Qualifications:** Post Graduate degree in relevant field (Medical / Public Health / Social Sciences / Development Studies / Management).

**Experience:** 20 to 25 years with at least 15 years at Senior Management level in development sector with multi-disciplinary teams with diverse expertise and culture.

**Person Specification:**

- A strategic thinker able to shape how we relate to stakeholders to create mutual value as we engage with them, build support for the cause and promote financial growth of the organisation.
- Proven track record of managing large programs with multiple stakeholders in public / private sector preferably in medical / development areas.
- Strong leadership skills and able to inspire and lead teams to be high performing and achieve set objectives.
- Ability to represent the organisation with effective presentation and communication skills.
- Willingness to travel extensively across India and abroad for professional engagements.