**JOB DESCRIPTION FOR MANAGER INCUBATION FOUNDATION**

* Develop and execute strategy for outreach, hunting, attracting and onboarding deserving and qualified innovative entrepreneurs, and start-ups.
* Develop, execute and own an operational and engagement strategy for the entire community including donors, startups, investors, corporates, mentors, advisors, and domain experts.

• Designing & managing Incubation and Acceleration programs

• Develop & manage a network of entrepreneurs, start-ups, mentors, institutions, funding agencies, investors and industries.

• Develop and leverage industry, academics, investors & institutional network for the benefit of the incubation program.

* Good understanding of the social entrepreneurship ecosystem.

• Manage the day- to- day interaction with the Incubatees

• Provide support to entrepreneurs across ideation, acceleration, investment and scale-up stage.

• Ensure tight management of milestones and progress of entrepreneurs and start-up companies;

• Guide & support start-ups for fundraising activity.

• Assist entrepreneurs in proposal writing, pitch deck, business development, fundraising as well as relevant linkages to established companies for business opportunities.

• Organize events to facilitate collaborations, technology tie-up and business development

* Manage E-Cell activities

**REQUIREMENTS**

* Post graduate with preferably MBA degree.
* At least 4-6 years experience working with entrepreneurs, start-ups, learning/ tinkering labs, incubator or incubation consultancy.
* Demonstrated ability to cultivate, build and maintain strong working relationships with start-ups, entrepreneurs, mentors, universities, research institutions, industry experts, associations, chamber of commerce & industries, state & central government, and angel investors.

Interested candidates meeting the qualifying criteria may apply/forward their latest resume as per

prescribed format (download form) to **career@imibh.edu.in** by clearly indicating position in the

subject line of the email.