ABOUT MEDHA
Medha improves employment outcomes for youth. We provide 21st century skills training, career counseling and workplace exposure, and ongoing job placement and alumni support to students at their existing educational institution. Since 2011, Medha has worked with over 15,000 students across 200 educational institutions, placed them into internships and full-time jobs with 1,000 leading employers, and built partnerships with various departments with the state governments of Uttar Pradesh, Bihar, and Haryana.

Medha is supported by leading corporations and global foundations such as Accenture, JP Morgan Chase, and The Peery Foundation; and has received numerous awards and recognitions for its work, including the Echoing Green Global Fellowship, the Dasra Girl Power Award, and the Unitus StartEdu competition.

ABOUT THE OPPORTUNITY – AVP, PEOPLE
Medha is looking for a proven HR executive to lead our People function in the next phase of our organizational development. You will be a key member of the senior management team, reporting directly to the Co-founder, and responsible for all HR-related initiatives and objectives. Medha has grown at over 300% the last three years and is expanding its operations across North India. The AVP, People will have the opportunity to build the team
At Medha, we believe in diversity of thought, background, and perspective. It benefits our employees, the work we do, and the community we work with. We are committed to equal employment opportunity (in fact it’s written in our vision statement!) regardless of race, color, ancestry, religion, sex, national origin, sexual orientation, age, citizenship, marital status, disability, gender identity or Veteran status.

required to deliver this next phase of Medha’s growth and continue to strengthen our position as a leader in the global non-profit sector.

WHO WE’RE LOOKING FOR
The ideal candidate identifies with the following skills and attributes:

- Empathetic and patient, a good listener
- Collaborative and supportive, builds strong personal connections
- Trustworthy and value-based, is clear and uncompromising on core tenants
- Passionate and driven, cares deeply about their work and team

RESPONSIBILITIES
You will manage the following scope of work:

- Devise and execute a holistic People strategy to improve overall talent and performance
- Work across functions to identify resource needs and challenges
- Recruit, onboard, and integrate new team members into the organization
- Design, execute, and measure learning and development programs for all team members
- Develop and implement improved HR processes and systems for greater efficiency
- Implement and enhance performance measurement process
- Manage legal and finance compliance for all HR related tasks
- Respond and make recommendations for grievance and policy violations
- Manage overall HR budget and expenses

QUALIFICATIONS/PRIOR EXPERIENCE
We are open to candidates with diverse and varied backgrounds. These are just a guideline:

- Hired, built diverse teams with varied backgrounds
- Been part of a fast-growing organization(s)
- Managed a team or professionals to achieve objectives
- Have an existing network for sourcing talent
- Completed a higher education degree preferably in the field of HR

WHY MEDHA?

- Autonomy to plan, strategize, organize, and deliver your work
- Entrepreneurial work environment with growth opportunities
- See and experience the real impact of your work on a day-to-day basis
- Committed, young, energetic team that cares about their work
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NITTY-GRITTY
This is a full-time employment position based in Lucknow. Total emoluments include Salary plus EPF, annual bonus, medical and accident insurance, and other benefits.

GROSS SALARY
₹7.2 Lakhs - ₹9.6 Lakhs per annum

CONTACT
Email cover letter and CV to careers@medha.org.in