Startup Incubation & Innovation Centre, IIT Kanpur

Invites applications for "Program Manager (Communication)"

Job Title	Program Manager (Communication)		
Job Code	PM-SIIC-Comm		
Job Type	Contractual	**Location**	Kanpur (Uttar Pradesh)
Job Description	Program Manager is responsible for implementing the programs and ensuring seamless execution across all verticals. The role includes mid-level decision-making, stakeholder coordination, and end-to-end management of incubation, outreach, and innovation delivery activities.		
Responsibilities	- Manage the process of calling for startup applications, organize expert evaluations, manage legal paperwork, and support startup onboarding and acceleration. - Track the progress of startups, support them in moving from MVP to market launch, and connect them with industry and deployment partners. - Identify suitable mentors and advisors, reach out to them, share proposals, and manage the necessary documentation and invitations. - Research relevant companies, arrange meetings, sign MoUs, and handle legal coordination and follow-ups. - Create outreach plans, organize both online and in-person events, and build connections with academic and industry contributors. - Plan and run hackathons, workshops, and internship programs, taking care of logistics and speaker coordination. - Help set up the lab by sourcing and installing 5G and 6G equipment needed by startups and industry partners. - Work with the IT and media teams to keep all information accurate and up to date, and ensure details about programs and events are clearly shared. - Prepare monthly and quarterly reports, track budgets, and manage compliance and documentation. - Other assignments as required by the CoE.		
Travel	As and when required.		
Eligibility	- B.Tech/M.Tech/PhD in Electronics, Communications, or Electrical Engineering from a reputed institution. 5+ years of industry experience in program execution, innovation ecosystems, R&D project delivery, or telecom/technology sectors.		

Desirable	. • Ph.D. or equivalent leadership-level experience preferred. • Proven success in managing innovation hubs, or R&D programs. Ability to independently lead and execute projects. • Ability to thrive in a fast-paced, dynamic start-up environment. • Excellent organizational, interpersonal, and communication skills.
Communication	**Apply now: https://forms.gle/pfYKsKjimmuLdyrp7** Note: Applications without job code won't be accepted