



Manager - Operations & Program Delivery

We are looking for dynamic individuals to join our operations team, to ensure smooth conduct of our flagship 'Hope thru Hoops' Basketball program.

About Hi5 Youth Foundation - Hi 5 Youth Foundation is a high-spirited, professionally run sports-NGO, dedicated to coaching basketball to large numbers of young underprivileged children. At Hi5, we believe that sports is not the medium but the platform for these children to develop improved life-skills, to better their performance, and build strong aspirations to do well in their future. Currently we train 2100 children with our team of 25 coaches across multiple cities.

To know more about us, please visit our website - <http://hi5youthfoundation.com>.

Responsibilities and Duties

- **Manage operations at assigned centres** - Ensure smooth conduct of the program, Implement standard operating procedures, scheduling, coach allocation, recruitment, infrastructure, centre inventory management, relationship management with school staff & parents, etc.
- **Monitor program delivery at assigned centres** - Oversee curriculum implementation by coaches, share regular feedback with coach & technical head, track improvement in players performance, conduct regular testing, oversee tournament participation etc.
- **Mentor young coaches and coordinators** - Training of coaches on Hi5 Basketball curriculum, conducting performance appraisals, etc.
- **System compliance** - Ensuring updated profile records for students in the system, overseeing student attendance of all batches, coach attendance, preparing monthly reports etc.
- Organize and oversee Hi5 events & Holiday camps (about 2-3 events in a year)
- Weekly visits to assigned centres and other cities when required
- Above all, enjoying the sport when children do an amazing job in tournaments

Qualifications and Skills

- Graduate / Post graduate
- 2-4 years experience in an operations role
- Proficient in English - both written and oral communication. Knowing other languages will be a plus, but not mandatory.
- Inclination towards some sport is a must, Basketball background is a plus
- Proficient in Word, Excel / Google sheets and Powerpoint
- Monday to Saturday working (2nd & 4th Saturday is off)
- Location - Mumbai & Hyderabad

Salary is competitive based on experience and qualification.

Email your resume at hr@hi5youthfoundation.com with subject line as : “Your Name - Manager - Operations & Program Delivery”