

### About JUINCUBATOR:

JUINCUBATOR is a startup innovation hub based in Bengaluru with roots from JGI (Jain Group of Institutions) and its background in entrepreneurship since 2001. JUINCUBATOR is supported by NSTEDB, Department of Science & Technology, Government of India and JAIN (Deemed-to-be-University), Bengaluru.

Every day, we work with startups through our various programs to provide them access to our global network of mentors, investors and corporates. Our open innovation programs for entrepreneurs and students drives from strong design thinking methodology and deepens the need for solving the most prominent societal problems.

As we leap into our next phase, we are expanding our team and programs in corporate innovation, incubation and acceleration of startups in different stages & sectors. JUINCUBATOR is currently looking for a Program Manager - Acceleration to lead our Accelerator programs. If you are someone who has built a startup in the past or is working with the startup ecosystem, running an incubator/accelerator program, we invite you to join our team!

**Position:** Program Manager - Acceleration

**Location:** Bangalore

**Salary:** As per Industry standards

### Position Scope:

The incumbent is responsible for Program management, operations and execution of all startup engagement activities from the pre-program stage, through the program, and the post-program stage by monitoring, controlling and reporting progress. As the main point of contact for program operations, they will play a key role in contributing to the success of all participating startups.

### Job Duties:

The Program Manager will be completely responsible for leading the acceleration programs. This would be inclusive of the following:

1. Overall planning the activities, resources and programs of the Accelerator.
2. Pre-program: Deal Flow generation, Screening of proposals, resending proposals to the next level for selecting cohort companies.

3. Acceleration: Design, plan and deliver the accelerator program to support mid-stage startups: To induct new entrepreneurs; create scale-up plans and implement them, assist in pilots, keep track of the Acceleration process; support cohort companies in preparing pitch and getting funding, etc.
4. Events and workshops: Execute various workshops/events to support cohort companies as part of the program.
5. Mentor Network: Develop the network of mentors, experts and speakers and work with them to make the cohort companies successful.
6. Partnerships: Forge partnerships with various ecosystem players including incubators, accelerators, investors, corporates, academic institutions, sponsors and others for collaboration.
7. Marketing the Program and Business Development: Develop messaging and outreach regarding the accelerator program and actively promote it through various channels etc.
8. Funding: Support the portfolio management team in providing offline support to the cohort companies. Investor outreach and connection for the cohort companies.
9. Prepare all required reports and maintain a comprehensive set of records
10. Post Program: Lead the alumni engagement program activities to help support both cohort and portfolio companies post the accelerator program. Track feedback from cohort companies using quantitative and qualitative metrics on the performance of the Accelerator Program.

#### **Requirements:**

- A Bachelor's Degree in Engineering / Business Administration from an accredited university. Master's Degree in Business Administration is desirable.
- 3-5 years' experience in a business incubator/accelerator, a start-up advisory or any kind of entrepreneurial experience would be preferred.
- Good understanding of emerging trends and technologies.
- Should have excellent communication and writing skills in the English language.