

Program Development Manager

India

Who We Are

Launch Girls equips adolescent girls with the skills, agency, and support to access economic opportunities and change perceptions of their potential. When girls access the workforce and gain financial independence, they can break cycles of poverty and inequality for generations to come. Through our Girl Boss program, girls carve out their own path for the future, whether it's entrepreneurship, employment, or higher education. Operating since 2020, we have reached over 20,000 girls in 16 countries through a growing network of 25 partners. For more information, visit www.launchgirls.org.

Why is this role Important?

We are looking for a Program Development Manager who can help us support girls' successful transition from school to work through activities and information that engage and energize girls. This person will collaborate with our team to research and structure content for Girl Boss programming, new initiatives, and training interventions. This includes paper-based and digital content and training materials for girls, facilitators, and other key stakeholders. This person will also lead the design and development of select learning interventions within the Girl Boss program - from research and prototyping to field testing and refinement. We are looking for an individual who is passionate about girls' economic empowerment and has experience with program development and training.



Role and Responsibilities

1. Research and Insight Gathering

- Conduct primary research (interviews, focus groups, needs assessments) with girls, facilitators, and partners to inform design.
- Conduct secondary research on girls' economic empowerment, entrepreneurship, and future-readiness education.
- Analyze feedback and evaluation data to identify gaps and opportunities.
- Track trends in instructional methods, experiential learning, and educational technology relevant to youth programs.
- Design and facilitate learning labs — short, iterative pilots that test new ideas and gather user feedback on activities, tools, and training experiences.
- Translate learning lab findings into clear design recommendations and frameworks for scaling effective interventions across programs and geographies.

2. Curriculum Design and Development

- Co-create and write content for learning activities, facilitator resources, and reflection tools that achieve clear skill-building outcomes.
- Structure and scaffold curriculum frameworks and program materials to ensure strong learning flow and outcomes.
- Adapt content into low-resource print and digital-friendly formats (e.g., mobile or WhatsApp-based delivery).
- Ensure all materials are inclusive, bilingual when needed, and culturally responsive.
- Maintain organized documentation of curriculum versions, pilot findings, and feedback iterations.

3. Training Design and Facilitation

- Develop training materials, facilitator guides, and resource decks for partner and educator training.
- Conduct in-person and online Training of Trainers (ToT) sessions.
- Incorporate feedback from facilitators and girls to continuously improve training



design.

- Ensure all materials reflect LG's gender-transformative and learner-centered pedagogy.

4. Program Evaluation and Improvement

- Collaborate with the M&E team to design assessment tools and evaluation frameworks for pilot testing.
- Use insights from field pilots to improve content, facilitation tools, and learning outcomes.
- Document key learnings, case studies, and stories of change for internal and external use.
- Contribute to refining program assumptions and approaches for scaling.

5. Collaboration and Coordination

- Work closely with the Program, Operations, M&E, Digital teams, and Partners to ensure design-delivery alignment.
- Coordinate with girls, facilitators, and partners to test and validate materials.
- Manage timelines and deliverables for content development, reviews, and feedback cycles.
- Facilitate structured review loops to ensure quality and consistency across interventions.

Relevant Experience and Qualifications: You have/are

Professional Experience & Knowledge

- 6–8 years of experience in curriculum design, instructional design, or teaching.
- Background in economic empowerment, financial literacy, or entrepreneurship education strongly preferred.
- Proven ability to translate research and insights into engaging, activity-based learning materials.
- Strong written and verbal communication skills.

Skills & Work Style



- Creative and detail-oriented, with strong organizational and project management skills.
- Critical thinker and proactive problem solver who can manage multiple priorities and deadlines.
- Able to work independently and collaboratively with flexibility, enthusiasm, and professionalism in a cross-cultural environment.
- Willing to travel periodically across India for research, testing, and training.

Values & Motivation

- Deep commitment to girls' economic independence and gender equity.
- Passionate about empowering adolescent girls to imagine and build better futures.
- Alignment with Launch Girls' vision, values, and approach to participatory, girl-centered design.

Benefits

- Generous leave package and parental leave
- Professional and personal development with the Launch Girls leadership team
- Written and verbal references will be provided
- A fun, passionate, high-caliber team that gives you the freedom to be brilliant
- The ability to put your talents towards a deeply meaningful mission and the opportunity to work on high-impact programs that will define the future of work for girls around the world

Location: Virtual, with regular fieldwork (research and training) across India — particularly in Telangana and Karnataka. Preference will be given to candidates based in or near Hyderabad or Bengaluru.

Start Date: This is a 12-month contract starting in December 2025. We are open to extending the contract based on the performance of the Program Development Manager.



Compensation: INR 80,000 to 1,00,000 per month, commensurate with experience, and additional reimbursements for travel and outstation visits.

How to Apply: Send a resume to hr@launchgirls.org with “Program Development Manager Application_<name>” in the subject line. In your email to us, please answer the following questions:

- Why do you want to work with Launch Girls?
How does this role and our organization align with your professional values and long-term goals?
- Tell us about a program, intervention, or curriculum you created or co-created. Briefly describe what it was, who the audience was, the intended goals, and the final outcome or product.
- Please share a sample of your work.
If the sample represents collaborative work, clearly indicate which parts were your direct contribution (e.g., research, design, writing, training, evaluation).

We are accepting applications on a rolling basis through October 19, 2025. Please note that we will only respond to inquiries that provide all requested materials sent to our email.

