



**RECRUITMENT OF CHIEF-EXECUTIVE EDUCATION &
OUTREACH (ON CONTRACT)**

Notification No. C-04/2025-IIMK.HR

Indian Institute of Management Kozhikode, has been a pioneer not only in education but also in shaping the Vision for ‘India at 2047’, a long-term commitment of the Institute to help India achieve its true potential. The Institute invites online applications for the position of “Chief-Executive Education & Outreach” on contract, which has a key leadership role focused on Executive Education and fostering comprehensive outreach/engagement programmes at national and international level to enhance the Institute’s brand.

Here are some of the key responsibilities, qualifications and experiences expected for this role.

Primary Responsibilities	• Identify outreach and engagement opportunities at regional, national and international levels. Serve as a point of contact to advance institutional and community relationships. • Conduct research and fundraising strategies with corporate, government and other sources to support on going and emerging outreach and public service projects through funding. • Develop and implement the Institute’s outreach initiatives and strategies. Foster growth and impact goals through effective engagement with sponsors, participants and partners. • Create and execute effective strategies, including an outreach calendar. Assess and analyse current outreach practices to improve overall stakeholder experience. • Build and deepen relationships to identify collaboration opportunities. • Provide training and conduct workshops for colleagues on outreach responsibilities, priorities along with charting a roadmap for future activities. • Build a thoughtful team culture and structure. Direct quantitative and qualitative research plans. • Help consolidate the Institute’s global footprint in education. Position IIMK as a preferred higher education destination for international participants. • Work closely with partners specializing in diversity and inclusion. Ensure that IIMK’s programmes are accessible and supportive of students from diverse backgrounds. • Drive the Management Development Programme and Executive Education Programme of the Institute.
Qualification and Experience	<u>Educational back ground:</u> A Post graduate degree in any discipline from a reputed Institute/University in India or abroad. <u>Administrative Experience:</u> A record of successful administrative experience, involvement in professional associations related to outreach, engagement and service learning and a thorough understanding of the outreach function in a national level institute.



	Skills: Proven skills in planning and administration, and excellent communication skills, both interpersonal and written. Independence & Collaboration: Ability to work independently and with a diverse population. Analytical skills for critical evaluation of institutional operations. Personal Attributes: Self-motivated, resourceful, inclusive and able to work collaboratively. Experience: Minimum ten years' experience at a Manager level in a reputed national level Institute/Organisation in initiating and organizing outreach activities (including Management Development Programmes and Consulting Assignments).
Maximum Age Limit	55 years
Consolidated Remuneration	Rs.24 Lakhs/annum. In addition incentive may be paid, based on performance and as decided by the Competent Authority.
Date and Time for Interview	May be conducted Online/Offline(which would be in two stages). Date and Time will be intimated later.

General Information and Conditions:

1. Interested and eligible candidates may submit applications online at <https://iimk.ac.in/> latest by **12.03.2025**.
2. We encourage applicants to regularly visit our website for getting updates regarding this notification.
3. After online submission, candidates should take a print out of the application form. The application form (print-out) duly accompanied by self-attested copies of the certificates, mark sheets, testimonials in support of age, educational qualifications, experience certificate etc. should be produced at the time of interview.
4. Originals of the supporting documents should also be furnished for verification purpose.
5. Canvassing in any form and/or bringing in any influence, political or otherwise will automatically disqualify the candidate for the post.
6. Maximum age limit is **55** years as on date of notification.
7. The engagement to the above post will be purely on contractual basis and will confer no right/claim for continuation or regular appointment. The initial period is of Two (02) years. It may be considered for further extension depending on performance and requirements of the Institute.
8. In case a large number of applications are received, screening will be done to limit the number of candidates. Only shortlisted candidates will then be considered for interview, irrespective of fulfilling the required criteria. No correspondence in this regard will be entertained.
9. Candidates applying for the post must have a clear employment record, free of any adverse remarks. Furthermore, there should be no pending cases against him/her.
10. The Institute has right to cancel the selection process at any Stage without assigning any reasons.
11. No TA/DA will be paid for attending the interview.
12. Decision of the Director, IIMK regarding the selection will be final. No Query would be entertained.
13. In case of any technical difficulty candidates are advised to contact cc@iimk.ac.in and hr@iimk.ac.in.

Dated: 11.02.2025



Julius George

Lt. Col. M. Julius George (Retd.)
Head- Administration & HR