

MANAGER, TRAINING OPERATIONS

New Delhi, India

SUMMARY

The Manager, Training Operations will oversee SaveLIFE Foundations (SLF) flagship training programs focused on first-aid training for Police and citizens and accident prevention training for vehicle drivers.

DUTIES AND RESPONSIBILITIES

- **Overall responsible for the training department at SaveLIFE Foundation.**
- **Team management:** Manage and lead the training team to make them better trainers and achieve training objectives.
- **Training delivery:** Overall responsible for end-to-end training delivery along with training team.
- **Training related documentation:** Overall responsible for recording and maintaining all training related admin data to ensure quick and efficient access for the purpose of preparing training reports.
- **Training Impact measurement:** Tracking and improving impact measurement mechanisms for the training programs.
- **Training content development:** Responsible for updating and expanding training module and content.
- **Stakeholder management:** Coordination with all stakeholders in the training ecosystem including donors/partners, training participants, and other stakeholders.
- **Training expansion:** Expanding the training program through outreach to potential partners

BASIC QUALIFICATION

- Minimum 8 years' experience in training operations
- Prior team management experience required
- Experience in First aid/Basic Life Support training **OR** driver/road safety training.
- Preference given to candidates with valid Certifications.
- Military background preferred but not required.
- Excellent verbal and written communication skills

COMPENSATION: Salary commensurate with knowledge and prior experience. Additionally, medical insurance and other benefits as per organization policy.

LOCATION: New Delhi with extensive travel across India.

HOW TO APPLY: The interested candidate should send a copy of resume and a cover letter expressing an interest in the role and with details of current and expected annual CTC to careers@savelifefoundation.org. Mention the name of the position in the subject of the email.

ABOUT SAVELIFE FOUNDATION

SaveLIFE Foundation (SLF) is an independent non-profit organisation focused on improving road safety and emergency medical care across India through high-impact and strategic interventions at the policy as well as grassroots level. For more, please visit www.savelifefoundation.org.

In the recent past, SLF has secured protection for Good Samaritans who help injured persons, from ensuing legal and procedural hassles; convinced Government of India to draft and introduce a comprehensive road safety law for India; ensured ban on trucks from carrying protruding rods; trained over 9000 Police personnel to rescue and revive injured persons on the road and got two Private Member Bills introduced in the Parliament.

SLF's path breaking work has been recognised both nationally as well as internationally. To know more, read [NY Times](#), [Time](#), [BBC](#) and [National Geographic](#).

SLF has also been recognised as the best non-profit in India by Rockefeller Foundation, won the prestigious Prince Michael International Road Safety Award and is a member of the Clinton Global Initiative.