



Job Description: Project Lead – PRACTICE Project

Location: AICTE Headquarters, New Delhi

Position Type: Full-time, Contractual/Deputation (1 years, extendable to 3 years)

About Maker Bhavan Foundation (MBF)

MBF is a non-profit organization, founded with a vision to ignite a transformation in technical education of India. We work with higher education institutions in India to build cutting-edge maker spaces within Indian universities, deliver immersive project-based learning experiences, and facilitate industry collaborations to cultivate the next generation of engineers who can translate ideas into tangible innovative solutions for real-world challenges.

Role Overview

The Project Lead will be responsible for the overall planning, execution, monitoring, and coordination of the PRACTICE project—aimed at advancing critical thinking, industry connect, and employability across 1,000 engineering colleges in India. This role requires proactive engagement with AICTE leadership, project partners (MBF, CRISP, LEAP), government agencies, industry bodies, and participating institutions to ensure smooth nationwide project rollout and achievement of outcomes.

Key Responsibilities

Project Management & Coordination

- Lead and drive the end-to-end execution of the PRACTICE project as per approved timeline, milestones, and deliverables.

- Act as the central point of contact between AICTE, project partners, and mentor/mentee institutions for all operational matters.
- Supervise the functioning of the Project Management Unit (PMU), including MIS/data management, reporting, and quality assurance.
- Organize regular project review meetings with the NSC and monthly/quarterly status updates to AICTE leadership and project partners.

Stakeholder Engagement

- Liaise with partner organizations, Higher Education Institutions for aligned execution of faculty development, bootcamps, innovation programs, mentoring, etc.
- Convene and coordinate with national/zone/state level mentors, ensuring their effective deployment and monitoring performance.
- Facilitate linkages with industry partners for program components and impact.

Administrative Management

- Supervise project budgeting, fund utilization, and compliance with annual allocations from AICTE schemes and partner contributions.
- Ensure adherence to AICTE, Government of India, and partner protocols for program documentation, certification, audits, and procurement.

Monitoring, Evaluation & Reporting

- Oversee deployment and day-to-day utilization of MIS/dashboard, ensuring transparent monitoring of KPIs (students/faculty trained, placements, innovation, etc.)
- Collect, analyze, and present data-driven insights for course correction, risk management, and evidence-based decision-making.
- Prepare and submit periodic narrative and financial reports for the National Steering Committee and funding agencies.

Communication & Advocacy

- Represent the PRACTICE project at relevant forums, seminars, briefings, and coordination meetings.

- Lead the creation of newsletters, success stories, and knowledge products to promote best practices and program impact.
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Key Qualifications & Experience

- Master's degree or above (preferably in Engineering/Management/Public Policy/Education).
 - Minimum 10 years experience in leading large educational/skill development/innovation projects at national/state level.
 - Strong knowledge of NEP 2020, faculty development, industry-academia linkages, and technical education policies.
 - Proven experience in project management (planning, execution, team leadership, monitoring, reporting) preferably with government, international agencies or top NGOs.
 - Demonstrated ability to manage partnerships, complex multi-stakeholder projects, and large budgets.
 - Excellent written and spoken English; working proficiency in Hindi desirable.
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Essential Skills

- Leadership and team management
 - Strategic planning and problem-solving
 - Excellent organizational skills and attention to detail
 - Data analysis, dashboard/MIS usage, report writing
 - Communication and stakeholder relationship management
 - Digital literacy (MS Office suite, project management tools, online collaboration platforms)
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Preferred

- Experience working with/within AICTE, Ministry of Education, or large grant/institutional programs in technical/higher education.
 - Familiarity with innovation platforms (IDEA Labs, SWAYAM, NPTEL, etc.) and industry internship/placement protocols.
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Remuneration

- As per norms; commensurate with experience and qualifications.
 - Tenure: 1 year (extendable to 3 years based on performance).
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Application Process:

Interested candidates should send a detailed CV and cover letter (demonstrating how you meet the specific requirements mentioned in the job description) to namita.lobo@makerbhavanfoundation.org. Shortlisted candidates may be invited for further assessment/interview.

<https://makerbhavanfoundation.org/>
