

Role Title	Chief Executive Officer, Global Skills Park
Role Purpose	The Chief Executive Officer (CEO) will have overall strategic and operational responsibility for Global Skills Park (GSP), which includes establishing a reputable new multi-skilling institution in Madhya Pradesh, executing its vision and mission, and ensuring a strong management team in place for the highest standards of skills programs. CEO shall provide strategic guidance to meet the objectives of the GSP in a sustainable manner and make sure to operationalize the GSP with its core programs in a timely manner.
Reports to	Chairman, Executive Committee/ Board of Directors, Global Skills Park Society
Levels of Direct Reports	<ul style="list-style-type: none"> • Senior Director, Centre of Occupational Skills Acquisition – I (COSA-I) • Director, Department of Professional Education • Director, Department of External Relations • Director, Department of Facility Management • Director, Department of Administration
Key Areas of Responsibility and Accountability	
1.	Strategic Planning for the institute: <ul style="list-style-type: none"> • Work closely with the Governing Body of the Global Skills Park Society to set the strategic vision for the establishment and evolution of the GSP as an institute of global standards for advanced skills development • Establish and implement short- and long-term development goals, objectives, policies, operating procedures, and action plans aligned to the vision and mission of GSP in consultation with all stakeholders • Responsible for facilitating and finalizing the annual financial plan and human resources plan of the GSP in a manner to ensure long-term sustainability of the GSP • Guide the development of skills policies and key performance indicators relevant to an advanced skill development institute of global standards • Ensure the GSP is run as an autonomous, responsible, transparent, and accountable organization that meets global standards in excellence with necessary sub-committees (e.g., HR Committee, Procurement Committee, Finance Committee)
2.	Leadership: <ul style="list-style-type: none"> • Lead, coach and develop the executive management team of GSP and provide thought leadership to ensure the objectives of Global Skill Park Society are achieved • Lead the planning process and review departmental strategies and plans • Lead the senior management and other teams in reaching critical strategic and operational decisions • Create a highly motivated work environment through flexibility, autonomy, incentives, and continuous feedback systems • Lead the organization in engagements with external stakeholders like industry partners,

	<p>international partners, donors and thought leaders</p> <ul style="list-style-type: none"> ● Actively develop an inclusive culture of the organization and ensure that the behaviour and mindset of the GSP staff continually live up to the value of the organization.
3.	<p>Partnerships and stakeholder management:</p> <ul style="list-style-type: none"> ● Engage with Department of Technical Education, Skill Development & Employment (DTESD&E), Directorate of Skill Development (DOSD) and Project Management Unit (PMU) of the Madhya Pradesh Skills Development Project (MPSDP), and other relevant central government and state government agencies to innovate and bring synergy in ensuring training quality norms, assessment and certification procedures, financing provisions and ensure resource optimization in skill development initiatives aligned with employment opportunities in and outside the state of Madhya Pradesh; ● Establish a strong industry connect to conduct GSP programs on industry-relevant skills <ul style="list-style-type: none"> ○ Establish and maintain long-term relationships with industries from relevant sectors to establish credibility of the GSP programs ○ Establish consultative mechanisms with industry and industry associations on curriculum, pedagogy, and training quality through academic advisory committees ○ Develop partnerships with industry and industry associations for employment & apprenticeship opportunities to ensure employability outcomes are achieved ● Establish partnerships with stakeholders associated with the TVET system to strengthen the market positioning of the GSP <ul style="list-style-type: none"> ○ Partnerships with national and global agencies for quality assurance such as course development, assessment, certification, and audits amongst others ○ Partnerships with civil society organizations on building awareness about skill development, mobilization, and migration ○ Build a network of knowledge partnerships engaged in skill development to channelize best practices from global institutes and instill them within the system ● Establish a mechanism for communication with its stakeholders – students, industry and training partners, and various operational partners – government, private (national and international) ● Enter non-financial and non-binding MoU/agreement/ arrangement for and on behalf of the society
4.	<p>Branding, marketing, and evangelism:</p> <ul style="list-style-type: none"> ● Guide the planning and development of the 'GSP' brand as an institute of global standards ● Guide the Marketing & PR team in managing public relations including marketing of GSP through media engagement ● Promote advocacy through research work, policy briefs, white-papers, publications in international journals of repute, participation in national and international seminars and other strategic events ● Develop sustained enthusiasm for the institute amongst key stakeholders such as students, parents, community, education practitioners, training-providers, NGOs, industry partners, employers, philanthropists, multilaterals, media, and other departments of the government at the state and national level ● Promote key outreach & engagement activities such as mobilization and counselling of candidates, participative planning with community & key stakeholders, and advertising that

would include focused group discussions, online campaigns, media campaigns, job fairs and others.

5. **Operational excellence and outcomes:**

- Lead development of standards for day-to-day implementation of processes and systems within Global Skills Park, which would successfully operationalize the GSP core institutes with skills development activities with all compliance requirements met
- General oversight of all activities required to manage the day-to-day operations and ensure a smoothly functioning and efficient organization
- Ensure proactive manpower planning, timely recruitment, and monitor implementation of HR policies
- Set up mechanisms for rigorous physical and financial monitoring and evaluation, project tracking, financial stability, and efficient administration of the GSP and its implementing partners; adopting course correction measures as and when required
- Oversee the process of preparation of annual accounts and budget of GSP and achievement in contracts/ work orders based on delegation of power
- Ensure critical outcomes in learning and placements are achieved across the program portfolio
- Ensure timely and well managed meetings of the Governing Body of GSP Society through effective pre and post meeting documentation and communication for timely guidance and decisions to facilitate effective implementation
- Ensure statutory reporting and audits on regulatory matters through compliance with requirements of the project
- To oversee all legal proceedings related to GSP on behalf of the society
- Serve as the Competent Authority for all employee matters and oversee implementation of staff welfare initiatives, as per policy.

Qualification, Experience & Essential Knowledge

- A highly committed and self-driven individual with minimum 20 years of total work experience and substantial experience in a position of institutional leadership or senior management role in industry/academia/international agencies related to education or skills development preferably with exposure to start-up institutions and proven track records
- The incumbent should hold an advanced degree (Doctorate or Master's degree) from a recognized institution, with degree in business management, public/education administration, engineering, or related field with significant experiences in senior management/administration role
- Must be willing to work from Bhopal for the duration of the tenure
- Excellent command in written and spoken English and Hindi is a must

Technical Competencies

- Understanding of the current and emerging landscape and the challenges of technical and vocational skills development globally, in India and Madhya Pradesh, especially on emerging technologies and their roles in the

Behavioral Competencies

- Leadership, Strategic Planning & Coordination
- Collaborative by nature and have strong team building skills
- People management and effective

nature of jobs

- Exposure to international best practices in skill development including qualification frameworks, learning methodologies especially digital delivery of learning and experience in liaising with leading agencies in skill development would be preferred
- Knowledge of best practices in contract management, financial analysis, project management and institution development
- Understanding of employment trends across sectors in the state and country
- Knowledge of statutory reporting and audits

communication with internal and external stakeholder communication

- Networking and negotiation skills especially with industry leaders, policy makers, and national and international agencies preferably with established networks of industries or experiences in closely working with industry leaders; An existing network of industry connect would be preferred.
- Commercial insight, openness to change and good understanding of the Cultural competence with trainee target group.