**Title**: Project Manager, Global Learning Collaboration (GLC)

**Scope of Work**

**Key Responsibilities**

Ability to coordinate with various teams and grant manager of GLC effectively and efficiently on behalf of 'Project Management Office'

Coordinate periodic internal meetings and prepare minutes of the meeting

Responsible to prepare periodic quality progress reports

Responsible to manage project related information

Participate in internal learning programs

Any other project support which will be required

**Compensation**

A monthly compensation of USD 2,000 (Inclusive of all indirect taxes) will be paid to the Consultant. All Project related expenses would be reimbursed, as agreed upfront. Any revision to the compensation above will be after due mutual discussion and written intimation.

**Term**

This engagement shall commence upon execution of this Agreement. The Agreement shall continue in full force and is effect from **March 16, 2022** to **March 15, 2024** and is extendable based on the review of Consultant’s performance by the Foundation and mutual concurrence on revised terms of engagement.