



# NATIONAL INSTITUTE OF FASHION TECHNOLOGY

(A Statutory Institute governed by the NIFT Act 2006)

(Ministry of Textiles, Government of India)

NIFT Campus, Hauz Khas, New Delhi – 110016

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## NIFT Design Incubation Incubator

### Terms of Reference

#### Chief Executive Officer (CEO)

#### The Role and Responsibilities of the CEO:

Ability to ensure realisation of the vision and mission of the NIFT Design Innovation Incubator through development and implementation of strategies for successful accomplishment of objectives and goals, under the guidance of the Board of Directors of the S8 Company. The expected roles and responsibilities of the CEO are as below:

#### Managing NIFT DII:

- Setting up DII, making it operational.
- Building organisational structure, and recruiting right team.
- Infrastructure planning and execution.
- Networking with various stakeholders and potential entrepreneurs;
- Instituting systems for identification and incubation of potential entrepreneurs and start-ups to be supported by the DII
- Assessment of Business proposals for incubation;
- Development and implementation of Business strategies;
- Development and putting in place of policies and processes;
- Fund raising and deployment planning;
- Consistent revenue stream generation;
- Development of Long term Plans and Strategy.

#### Creating Ecosystem:

Building a comprehensive ecosystem involving various stakeholders. The CEO will contribute to creating such ecosystem for success of the start-ups and of the Business incubator. This will include:

- o Creation of network of investors, bankers, technical experts, legal experts, financial experts, management experts, industry professionals etc.
- o Management of infrastructure.
- o Management of incubation services
- o Development and implementation of mentoring programme for incubatees/incubatee companies.

#### Relationships:

- To manage relationship with funding agencies, venture capitalists, angel and other investors as potential source of funds for start-ups,
- To enable relationship of NIFT with donors, alumni, mentors, advisers and consultants.
- To manage Public relationships, build up brand of NIFT DII, Media relationships including social media;
- To Interface and collaborate effectively with various government agencies, ministries and other incubators;
- To manage NIFT DII team, relationship with its Board of Directors;
- To manage internal relationships with incubatee start-up companies;
- To interface effectively with the NIFT HO and Board of Governors on behalf of the DII.

### **About the CEO:**

- Minimum Graduate degree preferably in management with extensive experience in Business administration (minimum ten years of relevant experience) who is ready to work full time for the DII;
- Takes up NIFT DII roles and responsibilities as a challenge and an opportunity to create a new system and successful model for design incubation in the identified areas, with the potential to become a trendsetter for the country;
- Strong networking and interpersonal skills
- Proven leadership and motivational capability
- Prior experience in facilitating business development, mentoring start-ups or undertaking strategic responsibilities in a start-up or incubation eco system.

### **Reporting:**

The CEO will directly report to the DG, NIFT, Head of Executive Committee of NIFT DII. The CEO will also maintain relationship with NIFT HO.

**Age Limit:** not more than 55 years

**Salary:** As per industry standards

### **Duration:**

The position will be for 3 – years on contract basis with possibility for extension. The position will be based at NIFT, New Delhi.

Applications, including CV, Statement of Purpose within 500 words and two (2) references, are to be submitted to: Email: **head.projects@nift.ac.in**.

**The last date of submission of application is 24/12/2019.**