

## JOB DESCRIPTION

# Head, Cuddles Institute for Clinical Nutrition (CICN)

## About the role:

As the Head of CICN, you'll be responsible for launching and building the [Cuddles Institute for Clinical Nutrition](#) - a pioneer in providing paediatric oncology nutrition education in India. Our goal is to build skills in the country, especially in smaller towns in India where clinical nutrition professionals are non-existent. We want to develop healthcare professionals who can harness the power of nutrition to heal, and we will lean on ed-tech to deliver our course materials. CICN will emphasise a solid foundational understanding of paediatric oncology nutrition.

## Responsibilities:

### Strategy

- You'll define the product's vision, mission, scope, and audience.
- You'll strategise the plan on audience development, monetisation and stewarding investments.
- You'll innovate ideas to enhance and grow the product.
- You'll ensure the training content aligns with our culture and goals.
- You'll be up to date with the latest training practices, trends and technologies in education and upskilling.

### Leadership

- You'll build a team to support you in fulfilling our vision for CICN.
- You'll be responsible for executing the training and skilling programs, including coordination with the trainers, quality of training content and hosting.
- You'll be responsible for creating and implementing the training calendar, including various pieces of internal developmental training like Train the Trainers, Leadership

Training, and other team building activities to ensure that the team is aligned with the foundation goals.

- You'll learn, study, and become an expert on Cuddles' programmatic work and stay informed of competitor strategies.

### **Analytics**

- You'll be responsible for the delivery and output of the training programmes.
- You'll define and measure the metrics to analyse the effectiveness of the programmes internally and externally.
- You'll ensure the content is upgraded based on the need.

### **Collaboration**

- You'll plan and execute the product offering and analyse the different mediums for learning.
- You'll work closely with all stakeholders in addressing gaps in the overall mission.
- You'll be accountable for CICN's credibility by ensuring that there are no legal obstacles to the growth of this program and stay updated with any prerequisites such as certifications and compliances.

## **Must-Haves:**

- 7+ years of relevant work experience in the education industry.
- An incredible passion for our mission.
- Strong verbal and written presentation skills.
- Excellent attention to detail and ability to multitask.
- A collaborative mindset and ability to work with teams cross-functionally.
- Knowledge of paediatric oncology nutrition is preferred but not necessary.

## **Skills:**

### **You see the bigger picture.**

You can think analytically and strategically. You can break a large project into bite-size pieces while always keeping your eye on the big picture. You think two steps ahead and see how complex initiatives come together for maximum impact.

### **You're goal-oriented.**

You can work under pressure and meet targets with deadlines.

**You're entrepreneurial.**

You're enthusiastic, creative, a self-starter and have an entrepreneurial attitude.

**You can break down large goals into achievable tasks.**

You can understand and articulate overall institutional strategy and translate it into achievable tasks for yourself and your team.

**You have a knack for technology.**

You have good knowledge of technology and its applications in learning environments.

**Location: Mumbai**

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