

Program Manager- Brain Computation and Data Science

The Brain Computation and Data Science (BCD) initiative at the Indian Institute of Science (IISc), Bengaluru, was established in 2015 to pursue computational approaches to understanding brain function. Supported by a generous grant from the Pratiksha Trusts, it fosters an important and growing area of interdisciplinary research. Gaining a detailed understanding of the human brain is one of the grand challenges of the 21st century. The grandness of the challenge and the requirement of diverse forms of expertise necessitate synergistic interactions among neurobiologists, computer scientists and engineers. Many faculty members interested in different aspects of this problem have come together and formed this thematic cluster on Brain, Computation, and Data Science. <https://brain-computation.iisc.ac.in/>

The current work of this group spans the areas of Neuromorphic hardware and hybrid systems, computational models for representation and processing of sensory information in the brain, computational models of biological neurons, neural plasticity, models of learning, signal processing, machine learning, big data analytics, large scale computational models, etc. The vision of this group is to become the nucleus of a national brain initiative and contribute to significant breakthroughs in our understanding of the brain.

We invite applications for the position of “Program Manager - BCD”. This is a leadership position with scope to develop a program of significant national importance. The Program Manager will take strategic directions from the BCD scientific advisory committee, and the Convenors, but have the operational freedom to manage the program. We are looking for experienced professionals. This full-time, contractual position is based in IISc, Bengaluru. The initial contract is for six months and will be renewed annually based on performance.

Responsibilities

1. Develop and oversee the implementation of program goals, timelines, and deliverables.
2. Ensure coordination between faculty, students, and external stakeholders.
3. Handle day-to-day administrative activities, such as meetings, documentation, and correspondence.
4. Maintain reports and records related to program progress. In particular, create annual reports documenting the BCD initiative activities in a time-bound manner. [Link to example report](#)
5. Monitor the financial status of the project, working with the finance department or funding agencies.
6. Organize and run national and international workshops annually relevant to the BCD theme. [Link to past workshops](#)
7. Ensure that the program’s website is updated with current research, achievements, and event details.
8. Promote BCD activities periodically through various communication channels, including newsletters, social media, etc.
9. Organize academic workshops, facilitate meetings, presentations, conferences, and other events, in particular, related to the recently launched [BCD “Moonshot” project](#).

10. Assist with running BCD Ph.D. program interviews, handle admissions related formalities, and scholarship disbursements to students. [BCD PhD program website](#)
11. Communicate and coordinate with [BCD Chair Professors](#) and handle logistics related to their visits and stay at IISc (typically, twice a year).
12. Track progress toward the program's objectives and finances, and regularly report to the program convenors and BCD scientific advisory committee during monthly meetings.

Educational Background & Experience

1. B.E/B.Tech in engineering (4Y) or B.S/M.S. (5 years) or M.Sc (2Y) in science or an equivalent stream is required. An advanced degree (such as a Ph.D.) in any stream or an MBA is desirable.
2. Candidates with at least 3 years' work experience managing projects either in academia or industry.

Salary

Commensurate with experience, up to Rs 1.5 lakhs/month.

Skills & Competencies

1. Experienced professionals who have worked with diverse stakeholders at senior levels, including the government, academia and/or industry.
2. Self-motivated with strong interpersonal and stakeholder management skills.
3. Excellent organizational skills and the ability to prioritise objectives, based on tight deadlines.
4. Excellent written and verbal communication skills, including the ability to analyse, summarise and communicate information.
5. Ensure smooth coordination between BCD advisory committee, faculty, Chair professors and external stakeholders.

Application Process

Please send the following information with the subject line: **"Application for Program Manager – BCD"** via email to pratiksha.sac@iisc.ac.in on or before Nov 20, 2024.

1. Curriculum Vitae or Resume.
2. A 200-word paragraph explaining why you are uniquely qualified for the job.
3. Name and address of two referees