

## Product Manager Terms of Reference

Atma Connect, an Award-winning nonprofit technology company is seeking a Product Manager to help guide our social media app. You should have experience as a product owner or manager. You should be both strategic and willing to get into the details.

### Responsibilities of the Product Manager

The Product Manager will undertake the following activities:

- Developing product requirements and roadmaps
- Increase the number and engagement of users, with specific focus on women
- Translate Atma's vision into a strategy, an executable roadmap, and detailed product requirements
- Collect and analyze feedback from customers, stakeholders and other teams to shape requirements, features and end products
- Work with senior management to create product plans and roadmaps
- Produce and review product requirements documents (PRD), and make a prototype
- Ensure products and releases are launched correctly and on schedule
- Make creative recommendations to expand product base and vision
- Suggest ways to track product use and impact on end users
- Act as product owner in scrum lifecycle
- Plan and prioritize product feature backlog and development for the product
- Provide backlog management, iteration planning, and elaboration of the user stories
- Define and track success criteria and metrics
- Collaborate with Engineering, Design, Marketing, and other teams

### Qualifications

The Product Manager shall have the following qualifications:

- Understands how to meet the needs of Indonesian women users
- Based in Indonesia (Jakarta area is ideal)
- Speaks Bahasa Indonesia and English
- Understands the Agile development process
- Interested in using a human-centered design methodology to develop product requirements
- Grasps software engineering concepts and able to work with software developers
- Focused on understanding, prioritizing, and solving user needs
- Able to use quantitative and qualitative feedback to form insights that drive actions
- Values working with a diverse team of people based in Indonesia and California, USA
- Interested in working with a nonprofit organization that is focused on the mission of "neighbors helping neighbors"

**\* We strongly encourage and seek applications from women and other diverse candidates \***

- Proven experience product manager or similiar roles (4+ yr)
- Knowledge in Design Sprint

**Compensation:** Compensation depends on experience and qualifications, and will be competitive and commensurate with other positions in the field. We are committed to the personal and professional growth of all team members.

## **How to Apply:**

The position is open until filled. We are looking to hire someone as soon as possible, so we encourage you to apply early.

- Please submit a cover letter and CV, to [jobs@atmaconnect.org](mailto:jobs@atmaconnect.org). Include the subject line “Application for Product Owner position.”
- **Questions to Answer in Cover Letter:**
  - Describe your experience as a successful product owner.
  - Why do you believe that you can increase the number of women users and engagement for AtmaGo? Please give examples of previous work that demonstrate this ability.
  - In the past, how have you used data to drive decisions on product priorities?
  - What is your process for understanding, prioritizing, and solving user needs? Please give an example from your previous work.
  - Why do you want to work with Atma Connect?

## **About Being on the Team:**

- We are a startup, entrepreneurial organization that is constantly refining our work. All staffers are expected to help build organizational capacity, including strategizing around program development, developing documentation, supporting communications and fundraising, and taking professional development opportunities.
- A certain amount of travel for all staffers will be expected and supported.
- Ability and willingness to learn the technological tools for remote working is also expected.
- We strive for a highly participatory, mutually supportive workplace that creates excellent work and allows us to have fun doing it. We are committed to the personal and professional growth of all staff.
- Atma Connect is an equal opportunity employer and committed to a diverse and inclusive workforce. We strongly encourage and seek applications from women and people of color. We do not discriminate in hiring or employment on the basis of race, color, religion, national origin, gender, marital status, sexual orientation, age, disability, or veteran status.

## **About Atma Connect**

Atma Connect is an award-winning 501(c)(3) international nonprofit headquartered in California. Our vision is based on a simple principle: no one understands the challenges of poor and marginalized communities better than the people who live in them. Atma’s mission is to use technology to empower low-income people around the world so they can report problems, share

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solutions, and improve their communities from the ground up. We have launched a mobile app in Indonesia called AtmaGo: Neighbors helping neighbors ([www.atmago.com](http://www.atmago.com)).

Our mobile app, AtmaGo, delivers real-time crowd-sourced content directly to user's mobile phones. Since our 2015 launch in Indonesia, we have built a community of over 300,000 users who share breaking news on fires, floods and emergencies; report problems in their neighborhood; and post on jobs, classes, and cultural events. The Jakarta Disaster Management Agency has called AtmaGo an "important platform" that helps the agency "reach poorer neighborhoods." Our work has won support from worldwide funders through various international awards, including the Global Resilience Partnership (Rockefeller) and the Amplify/IDEO.org Challenge (DFID, Zurich Insurance).

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