



Community Engagement Intern

The Community Engagement Intern will be responsible for supporting special events and projects. The intern will help with outreach, planning, and research efforts with other community initiatives team members. The Community Engagement Intern will learn how to plan and implement community projects related education, sports and performing arts. Additionally, the Intern will learn about community development, resident leadership development; project management; data tracking and reporting; communications; and relationship building.

- Support Programme Co-ordinators for various events;
- Support with workshop planning and implementation;
- Support project communications and outreach;
- Support the Community Initiatives team with various duties and tasks.

You will report to the Project Head and Programme Co-ordinator.

About you -

Our ideal candidate has a good understanding of Development issues and planning/ review processes ideally in diverse multi-cultural settings. Additionally, given the nature of the responsibilities, the candidate must have excellent listening and communication skills, the ability to work with a diverse group of people and the ability to learn and share knowledge, all the while with sensitivity to the local culture and norms.

End of Internship -

At the end of the internship, the intern will prepare a report about his / her learning experience with The Kutumb Foundation including recommendations for increased efficiency and effectiveness in the areas he/she worked.

Qualification -

- Be enrolled in an undergraduate degree in Public Policy and Administration, Social Policy, Economics, Sociology, Development Studies, Applied Research, Evaluation or other relevant Social Sciences;
- Demonstrable excellence in verbal, written and interpersonal communication in English and Hindi (including active listening and strong writing abilities);
- Strong understanding of results-based management, programme planning, monitoring and evaluation;
- Good interpersonal skills and ability to work within a multi-cultural team.
- Previous relevant work or volunteer experience highly desired;
- Undergraduates should be having the minimum age of 18 years.

Availability

Desired role period 3-6 months starting on March 2020.

Total No. of Vacancies - 3