



Jashpur District Administration

Introduces Internship Programme

For
Students and Professionals

Become a Panchayat Ambassador

❖ JASHPUR –

The North-East of Chhattisgarh- Jashpur is surrounded by mountains and valleys, rich with dense forest and green flora-faunas. Jashpur has a rich historical culture, **91% of the population is rural where as 9% belongs to the urban populace.** The district is famous and rich for its tribal inherent culture where **14608 are Pahadi Korvas**, a primitive vulnerable tribal group adopted by the honorable President of India.

❖ LAW, MEDIA and MEDICINE INTERNSHIP PROGRAMME –

(May 1st 2019 to July 1st 2019)

The Jashpur District Internship Program is an effort to mobilize and engage students/ professionals who are passionate on bringing positive change at the ground level. The internship is open for students/ professionals from **Law, medicine and Journalism (Mass Communication)** background. The students/ professionals will be working under the leadership and mentoring of the district administration of Jashpur, Chhattisgarh. The programme aims at channelizing the potential of youth to strengthen the ground level systems and services of the Gram Panchayat. The youths will get exposure to various government departments, schemes, work which will teach them diverse things and make them a better person. The interns shall have to travel to remote areas.

❖ THEMES-

- Education
- Public policy
- Skill development
- Law

❖ ELIGIBILITY REQUIREMENTS –

1. Ability to adapt to living and working in field conditions at the Block/ GP level
2. Proven passion and commitment for creating a positive social change.
3. Ability to handle difficult situations and lead with strong personal integrity.
4. Proficiency in Hindi

❖ COMPETENCIES -

● People Management

1. Interacting positively and professionally with Villagers, and Government Officials.
2. Coaching and supporting the team on the ground.
3. Providing timely, specific and addressable feedback with other stakeholders
4. Recognizing conflict situations; listening with intention; working with stakeholders to establish common ground and resolution
5. An authentic quest for being a great team player.

● Project Management-

1. Organizational skills including tracking tasks and project deliverables and ability to work with strict deadlines
2. Prioritizing tasks appropriately and act in keeping with priorities
3. Proficiency in Microsoft Office, spreadsheets, and internet resources such as google docs, sheets, and presentations

● Communication Skills –

1. Motivating and inspirational verbal presentation style
2. Ability to encourage genuine and respectful communications among program participants
3. Excellent verbal and written skills, as seen in communications.

- Candidate will be expected to travel across the district.

❖ **MINIMUM QUALIFICATIONS –**

1. Age between 18-30 years.
2. Currently Pursuing or completed bachelor's degree in Law, Medicine or Mass Communication.

❖ **THE INTERNS ARE EXPECTED TO GAIN –**

- Work experience in public administration related to social welfare, child rights and development
- Overall Project Management and operational expertise at the grass root level

❖ **PLACE OF WORK, VACANCY AND DURATION-**

Selected applicants will be stationed in Patthalgaon and Jashpur Block of Jashpur District for a period of two months. The total internship vacancy is *ten*.

❖ Responsibilities: The interns would be responsible for:

- 1) Carrying out quantitative and qualitative surveys on important schemes;
- 2) Capacity building and training PRIs
- 3) Engaging with the District Administration, CSOs and other development partners in the district;
- 4) Documenting case studies.
- 5) Timely and effective dissemination and communication of the outputs of the project
- 6) Organizing consultations, panel discussions, conferences or roundtables in the district;
- 7) Supporting the project team in documentation of project work.

❖ **REMUNERATION -**

The interns will be paid a minimum monthly stipend as sustenance allowance including accommodation facility till the completion of internship tenure. The interns will be awarded with an experience certificate after successful completion of the internship and submission of the final report.

IMPORTANT POINTS –

- ❖ **APPLY AT** – <https://forms.gle/3SmMmBM2tvkhLatD9>
- ❖ **LAST DATE** for sending applications – April 23rd 2019
- ❖ **DATE** of announcement of selected interns – April 25th 2019
- ❖ **Date of joining** – May 1st 2019
- ❖ **The internship tenure**– May 1st 2019 to July 1st 2019
- ❖ **For queries and information, email** – jashpurambassador@gmail.com