

BRAC Internship Description

Programme/Enterprise: Social Innovation Lab
Project/Unit: Innovation Ecosystem and Partnerships
Duration: 3 Months
Starting Date: 27 May 2018
Application Deadline: 19 May 2018
Location: Head Office, Dhaka
Working Hours: 8:30 am - 5 pm, Sunday to Thursday
Monthly Stipend: BDT 5,000

Programme/Enterprise Description

At Social Innovation Lab (SIL), we test new ideas, design prototypes, learn and share what works and what does not in solving the most complex social problems. Since 2011, SIL has been working as a knowledge and experimentation hub and has continuously supported BRAC for tomorrow's challenges by capitalising on emerging opportunities and catalysing innovation throughout the organisation.

Project/Unit Description

The Innovation Ecosystem and Partnerships Project is launching an internal innovation challenge with the intention of developing an entrepreneurship model within the organisation. Employees will be forming cross-functional teams to solve problems they are passionate about, and will receive recognition as they go through each round. In the final round, the ideas will be tested on the ground, and the best ones will be rewarded and piloted in the organisation.

Every year, BRAC hosts an international conference titled Frugal Innovation Forum. The Frugal Innovation Forum 2018 will focus on a specific theme, inviting local and global development practitioners, tech companies, think-tanks, government officials, research institutions, innovators and entrepreneurs to engage in a 3-day long residential international conference in Bangladesh.

Purpose of Internship (including learning outcomes)

This internship is designed to give you an experience of leading initiatives, with a sense of ownership, freedom and responsibility. We will encourage you to take risks, challenge our assumptions about the people we serve, question our plans, and acquire new perspectives, together. We also expect you to help us reach our audience better, identify fun and frugal ways of engaging them, develop creative content (blogs/info graphic/videos) that touch hearts and inspire action. We will push you to read more, learn quicker, be more proactive, and more importantly, we will encourage you to fail right.

Intern's Responsibilities

- a) Develop and improve drafts for internal and external contents
- b) Design quick digital communication materials (blog/info graphic/video/posters etc.)
- c) Develop strategic content for specific webpage and social media
- d) Engage with project stakeholders through discussion sessions, consultation and online communication
- e) Research best global practices and help BRAC adopt them
- f) Document lessons learned and share them in simple & useful formats.

Requirements

- a) Educational Background
 - Level: Bachelor's degree
 - Subject: Business Studies / Media Studies and Journalism / English / Information Technology / Engineering / Social Sciences / Economics
- b) Language Proficiency
 - Bangla
 - Spoken: Good
 - Written: Good
 - English
 - Spoken: Advanced
 - Written: Advanced
- c) **Knowledge/Skills/Competencies:**
 - Excellent knowledge of MS Office and simple info graphic/video making software.
 - Interest and experience in managing website and social media.
 - An agile mindset.
 - Ability to prioritise under strict deadlines.
 - Strong discipline for producing better deliverables.
 - Sincere commitment to 'doing good'.

d) Work/Volunteering Experience:

Experience in writing blog posts, leadership, working in multicultural environment, organising idea challenges/hackathons is preferred, but not mandatory.