

## **BRAC Internship Description**

**Programme/Enterprise:** Urban Development Programme

**Project/Unit:** EMPOWER/ERMG

**Duration:** 3 months

**Application Deadline:** 14 September 2019

**Starting Date:** 22 September 2019

**Location:** 5<sup>th</sup> Floor, Gulshan Bhaban, 355 Mohakhali, Dhaka

**Working Hours:** 8.30am - 5.00pm (Sunday - Thursday)

**Monthly Stipend:** BDT 5,000

### **Programme/Enterprise Description**

BRAC's Urban Development Programme works to empower 1 million urban poor by reducing their multidimensional poverty and deprivation in 20 cities and towns across Bangladesh. UDP's interventions include community mobilisation, promoting access to basic services, promoting access to livelihoods, skills and entrepreneurship development, strengthening urban governance and pro-poor planning, ensuring adequate, safe and affordable housing and slum upgrading, promoting integrated policies to mitigate climate change and promote policy advocacy.

### **Project/Unit Description**

**EMPOWER:** The EMPOWER project aims to improve the wellbeing of one million people by reducing their multidimensional poverty and deprivation in 20 cities in Bangladesh. The project's objectives are to enhance access to affordable and quality basic services by people living in urban poverty, empower them to raise their voice and take collective action towards realising their rights and entitlements, strengthen urban governance institutions for inclusive, accountable and pro-poor urban management and planning, and test and evaluate urban innovations for replication and scale-up.

**ERMG:** Of the four million workers in the ready-made garment sector, 64% are women and 87% report recurring health challenges. In response to their growing wellbeing needs, BRAC urban development programme launched the ERMG project, providing workers access to basic services (health, legal aid, skills training, financial savings products, health insurance) from three one-stop service centres in major industrial areas. The project aims to establish a sustainable service model which will empower workers, and build trust and accountability in the ready-made garment sector in Bangladesh.

### **Purpose of Internship** (including learning outcomes)

The purpose of the internship is to support the communications team at UDP, to develop content and document programmatic evidence of our impact. The intern's learning outcomes are to gain communications and writing experience with the world's #1 NGO. The candidate will have the opportunity to refine her writing and presentation skills and to gain exposure in the development sector.

## **Intern's Responsibilities**

- Producing communications materials, such as brochures, presentations
- Producing qualitative reports
- Preparing write-ups
- Visiting UDP's field operations and creating insightful knowledge pieces
- Overall supporting communication of programme with all relevant external and internal stakeholders.

## **Requirements**

### a) Educational Background

Level: Minimum Bachelor's degree from a reputed local/international university

Subject: Mass Communication & Journalism / English / Social Science

### b) Language Proficiency

Bangla

- Spoken: Proficient
- Written: Proficient

English

- Spoken: Fluent
- Written: Excellent

### c) Knowledge/Skills/Competencies:

- Excellent writing, presentation and organisational skills
- Ability to multi-task and work well under pressure
- Communication and coordination skills
- Research and analytical skills

### d) Work/Volunteering Experience: N/A