

BRAC Internship Description

Programme/Enterprise: Skills Development Programme

Unit: Communication

Duration: 3 Months

Application Deadline: 27 June 2022

Starting Date: 3 July 2022

Location: 8th Floor, Kaderia Tower (opposite BRAC Centre), Dhaka 1212

Working Hours: 8.30 to 5.00 pm (Sunday – Thursday)

Monthly Stipend: BDT 5,000

Programme Description

BRAC Skills Development Programme (SDP) is currently involved in 28 projects via apprenticeships, classroom based and online training to create subsequent decent work opportunities for adolescents and the youth segment of the population. SDP has reached out to **363,259** people through different skills development initiatives. Among them **141,024** are women. SDP worked on **52** locations in Bangladesh. SDP ensures 75% job placement for the learners. SDP works to enhance employment opportunities through apprenticeships, institution-based training and enterprise development, focusing particularly on decent jobs in the growth sectors.

Purpose of Internship

BRAC SDP is looking for someone with **strong video editing skills** to support the Communication unit. This internship will provide an Intern with an excellent opportunity to interact closely with the world's largest organisation and to gain first-hand exposure to broader developmental issues. BRAC SDP will involve the Intern in its ongoing projects, where she/he will be providing supervised programmatic inputs.

Intern's Responsibilities

The intern will work closely with the communication manager and provide support in day-to-day activities of the projects such as:

- Take a brief to understand the needs and specifications from the supervisor
- Collect, manipulate and edit pieces of the videos according to requirements
- Trim footage segments and put together the sequence of the video
- Input music, dialogues, graphics and effects create rough and final cuts
- Improve and correct light, colour and faulty footage
- Establish a clear understanding of the storyline and purpose of the video creation
- Continuously discover and implement new editing technologies and industry's best practices to maximise efficiency

Requirements

a) Educational Background

Level: Bachelor's degree with minimum all second class/ division or equivalent GPA/ CGPA.

Subject: In any discipline from any reputed University.

b) Language Proficiency

Bangla

- Spoken: Fluent
- Written: Advanced

English

- Spoken: Fluent
- Written: Advanced

c) Knowledge/Skills/Competencies:

- Familiarity with editing software, including Adobe After Effects, Lightroom and Premiere pro
- Creative and artistic skills Ability to translate ideas into complete projects
- Excellent analytical skills
- IT skills (Microsoft Office Suite, Google Workspace)
- Understanding of key development issues in the context of urban and rural Bangladesh
- Excellent team player with necessary organisational skills
- Ability to work under tight deadlines
- Willingness to travel outside Dhaka

d) Work/Volunteering Experience: N/A