**BRAC Internship Opportunity – Details**

**Programme/Enterprise:** Technology Division

**Project/Unit:** Technology for Development

**Duration:** 3 months

**Starting Date:** 27th December 2016

**Application Deadline:** 20th December 2016

**Location:** Head Office, Dhaka

**Working Hours:** 9am-5pm, Sunday to Thursday

**Programme/Enterprise Description**

BRAC’s Technology Division promotes innovation and efficiency in programme delivery and management. It aims to help BRAC become a globally recognised leader in harnessing the power of technology to create a better organisation that can provide affordable and quality service to needy people.

The Technology for Development Unit focuses on improving its existing service delivery model for various BRAC programmes by means of Product Prototyping, ERP Roll-Out, IT Support & Solutions and Digitalisation.

**Purpose of Internship**

BRAC aims to champion the cause of social change through the use of technology. Among its many creative initiatives, this year BRAC Technology Division is hosting its 2nd Hackathon programme, called BRACathon 2016. It was designed with the intention of providing a platform from which participants can compete to provide useful mobile applications that will contribute to address social challenges and improve BRAC’s overall organisational efficiency. BRACathon is one of many initiatives of BRAC which aim to promote digital innovation throughout Bangladesh in the coming years. Industry leaders will attend the event and judge the effectiveness of the solutions.

**Intern’s Responsibilities**

1. Assist in coordinating BRACathon
2. Support other divisional or organisational events
3. Assist in writing and developing reports, factsheets and info-graphics based on activities carried out by Technology Division.

**Requirements**

1. Educational Background

* Level: Bachelor’s degree
* Subject: Media Studies / Journalism / Development Communications

1. Language Proficiency

* English: Advanced
* Bangla: Native

1. Knowledge / Skills / Competencies

* Excellent communication and writing skills in English
* Ability to organise events
* Skill in composing professional emails
* Experience in content management using web portals
* Ability to write concise reports and deliver effective oral presentations

1. Work / Volunteering Experience

* A track record of social or voluntary work will be an advantage

Note: Female applicants are especially encouraged to apply