

BRAC Internship Description

Programme/Enterprise: Microfinance

Project/Unit: Entrepreneurship Development Unit

Duration: 3 Months

Application Deadline: 18 July 2026

Starting Date: 26 July 2026

Location (Office & Floor): Head Office with Intensive Field Visit

Working Hours: 8 Hours

Monthly Stipend: BDT 8000

Programme/Enterprise Description.

BRAC is an international development organisation founded in Bangladesh in 1972 that partners with over 100 million people living with inequality and poverty to create opportunities to realise human potential. BRAC is known for community-led, holistic approach and delivering long-term impact at scale. We work with communities in marginalised situations, hard-to-reach areas and post-disaster settings across Asia and Africa, with a particular focus on women and children.

BRAC operates as a solutions ecosystem, including social development programmes, social enterprises, humanitarian response, a bank and a university.

BRAC Microfinance focused on equipping people especially underprivileged group with access to financial services by increasing their opportunities for poverty alleviation as well as economic empowerment. Several savings and loan products of Microfinance help clients to buy productive assets, invest in business or property, smooth consumption, and manage shocks while promoting empowerment in local communities. The program carries out continuous development and improvement of product offerings to meet emerging needs. It also ensures delivery of responsible financial services in a way that protects clients' rights.

Project/Unit Description

The Entrepreneurship Development will lead and expand the entrepreneurship projects focusing on women and youth entrepreneurship development and green financing. This unit is responsible for designing, implementing, and overseeing initiatives that enable entrepreneurs to establish, grow, and sustain successful enterprises. It will also collaborate with other departments to ensure alignment with the institution's strategic goals, drive client empowerment, and contribute to economic development

Purpose of Internship (including learning outcomes)

This internship is designed to provide practical field-level experience in programme documentation, storytelling, and entrepreneur engagement within the Microfinance Progoti Programme. The intern will conduct regular field visits to identify and document entrepreneur success stories, capture high-quality photos and videos, and collect case studies that showcase programme impact. The intern will also support the identification of potential intervention

opportunities by observing field realities, gathering beneficiary feedback, and reporting emerging needs and challenges. Through direct engagement with programme participants and field teams, the intern will develop skills in communication, documentation, stakeholder engagement, data collection, and impact reporting while gaining a deeper understanding of entrepreneurship development and microfinance operations.

Intern's Responsibilities:

- Conduct field visits to collect entrepreneur success stories and impact cases.
- Capture photos and videos to document programme outcomes.
- Interview entrepreneurs and beneficiaries to gather field insights.
- Identify potential intervention opportunities and emerging needs.
- Prepare and submit success stories, case studies, and field reports.
- Maintain organized records of field documentation and media assets.
- Support programme teams with field-based information and recommendations.
- Coordinate with branch and area teams during field visits.
- Verify the accuracy of collected information and supporting evidence.
- Assist in developing communication materials using field content.
- Contribute to impact reporting and programme documentation.
- Perform other field documentation tasks assigned by the supervisor.

Requirements

- **Educational Background**
 - **Level:** At Least Bachelor's Degree or students in the last semester of undergrad
 - **Subject:** Any Discipline
- **Language Proficiency**
 - **Bangla (written/spoken):**
 - Spoken: Proficient
 - Written: Proficient
 - **English (written/spoken):**
 - Spoken: Proficient
 - Written: Proficient
- **Knowledge/Skills/Competencies:**
 - Strong interpersonal and communication skills to engage with diverse communities.
 - Cultural sensitivity and understanding of local contexts.
 - Ability to write clear and concise research reports in English and Bengali
- **Work/Volunteering Experience:**
 - Exposure to extracurricular activities preferred