

BRAC Internship Description

Programme/Enterprise: BRAC Education Programme

Project/Unit: Social Enterprise

Duration: 3 months

Application Deadline: 20 August 2026

Starting Date: 30 August 2026

Location (Office & Floor): 17th Floor, BRAC Head Office, Dhaka

Working Hours: 8:30 am to 5:00 pm (Sunday – Thursday)

Monthly Stipend: BDT 8,000

Programme/Enterprise Description

BRAC Education Programme (BEP) is working to enhance quality of and access to education at all levels and advocate for quality education nationally. BRAC Education Programme has over 30 years of experience in working with governments and running schools in conflict-prone and post-disaster settings across 5 countries in Asia and Africa. BEP's low-cost, quality scalable schooling model has made BRAC the world's largest provider of private secular education. BRAC schools have allowed almost 13 million children from economically disadvantaged households to grow up with learning opportunities in Bangladesh. BEP follows a holistic approach to lifelong learning, addressing educational needs from early childhood to higher academic levels. BEP prepares children and young people for fulfilling futures through early childhood development, primary and secondary schools, adolescent programmes and support at the tertiary level. Outside classrooms, BEP operates libraries, adult education programmes and scholarship programmes. BRAC's education team adapts curricula and learning methods to ensure that education is accessible for all children, especially those with disabilities, including mother tongue-based curricula for children from ethnic communities

Project/Unit Description

BRAC Primary School, under the Social Enterprise (SE) initiative of the BRAC Education Programme (BEP), is a sustainable and affordable private school model designed for families willing and able to pay school fees. The school is committed to providing quality education through qualified teachers, an enriched curriculum, digital resources, and improved infrastructure. It promotes creativity, critical thinking, problem-solving, and lifelong learning while nurturing values such as respect, empathy, and care. Alongside the National Curriculum, BRAC Primary School offers supplementary learning materials, multimedia classrooms, project- and enquiry-based learning, and World Studies to broaden students' knowledge on health, environment, values, gender, inclusivity, and life skills. The school also ensures continuous professional development for teachers to enhance teaching quality and support every child's

holistic development.

Purpose of Internship (including learning outcomes)

Graphic design internship focused on DTP work for BRAC Enterprise School materials offers a unique opportunity for interns to gain valuable experience, contribute to a meaningful cause, and build a strong foundation for a career in graphic design.

Intern's Responsibilities

- Assisting senior designers with various projects.
- Creating design concepts and mockups.
- Preparing design files for production.
- Researching design trends and industry best practices.
- Contributing to team brainstorming sessions.
- Any other work assigned by the supervisor

Requirements:

- Educational Background
 - Level: Graduation/Students of graduation
 - Subject: Graphic Design
- Language Proficiency:
 - Bangla (written/spoken): Clear and concise communication, both verbal and written.
 - English (written/spoken): Clear and concise communication, both verbal and written.
- Knowledge/Skills/Competencies:
 - Proficiency in design software: Adobe Creative Suite (Photoshop, Illustrator, InDesign) is a must-have.
 - Strong design fundamentals: Understanding of color theory, typography, layout, and composition.
 - Creative thinking: Ability to generate innovative and visually appealing designs.
 - Attention to detail: Meticulous approach to ensure high-quality output.
 - Adaptability: Willingness to learn new tools and techniques.
 - Teamwork: Ability to collaborate effectively with designers and other team members.
 - Communication skills: Clear and concise communication, both verbal and written.
 - Portfolio: A showcase of your design work, demonstrating your skills and style.