

BRAC Internship Description

Programme/Enterprise: BRAC Education Programme

Project/Unit: Content Quality and Training, 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)

As a learning model under development, the Content, Quality and Training (CQT-SE) team under BEP continuously works on reviewing the contents and lesson plans for Play and Learn, Nursery, supplementary materials, workbooks, teachers' guides, training modules and designing other teaching-learning initiatives.

This internship is designed to get the interns involved in the development process of the teaching-learning materials. Interns will be developing the lesson plans for Reading and Writing lessons, teachers' guides and other supplementary teaching-learning materials for BRAC Primary School.

Intern's Responsibilities

- assisting in designing and developing teachers' guides for BRAC Primary Schools
- assisting in designing and developing the lessons/lesson plans for Play and Learn and Nursery
- reviewing story books, essays and different academic contents and materials for the BPS students
- assisting in designing the teachers' capacity development
- gaining practical work experiences through school visit
- classroom observations and capacity development of teachers
- collating and collecting programme development-related documents and reporting
- any other work assigned by the supervisor

Requirements

a) Educational Background

- Level: Bachelor's / Master's degree
- Subject: Education from any reputed university

b) Language Proficiency

Bangla

- Spoken: Fluent
- Written: Advanced

English

- Spoken: Fluent
- Written: Advanced

c) Knowledge/Skills/Competencies:

- IT skills (MS Office, Google Suite, MIS and Google Sheets)
- Excellent in communication and relationship management
- Knowledge about ongoing national and global trends in education
- An agile mindset and a team player with a 'can do' attitude
- Ability to priorities under strict deadlines
- Strong discipline for producing better deliverables
- Sincere commitment for 'doing good'

d) Work/Volunteering Experience: N/A