

Job Description: Program Intern DE

About the Indian School of Democracy:

Vision: *Redefining public leadership*

Mission: Nurture principled leaders with moral courage and imagination, to work on strengthening Indian democracy through politics.

Our How: Indian School of Democracy (ISD) runs short and long programs through which we envision nurturing leaders who will be the epitome of principled leadership, and will serve the nation with a goal to reach the unreached. ISD will nurture young people for political space and create pathways for them to serve through politics after our programs.

About the Team: We encourage political, geographical, religious, gender and other forms of diversity. You can read about the team on our [website](#).

Role of Program Intern DE:

As an organisation, our theory of change is to nurture young political leadership. Our chosen platform of nurturing is through our flagship programs - **Democracy Express, She Represents** and **The Good Politician**. You will have the opportunity to work in the Democracy Express program.

Democracy Express 2024 is a **9 days** immersive journey for **50 young political leaders** across Maharashtra, India. Democracy Express 2024 will focus on the Vidhan Sabha elections of Maharashtra with the objective of providing participants with in-depth learning experience centered around the themes of election management, team building, and practicing principled politics.

In your role as Program Intern DE, you will work on

- **Managing External Stakeholders:** Engaging with and coordinating communication with all applicants and other stakeholders of the program.
- **Conducting Research:** Performing research to support various aspects of the program and aid in building the curriculum for the program.
- **Coordinating and Managing:** Overseeing end-to-end coordination and management tasks and logistics related to the program.
- **Curating the Cohort:** Assisting in the selection and organization of program participants who are aspiring political leaders, working towards building their future in politics.

Qualifications, skills and other requirements:

Pursuing or Completed Graduation with an Interest in Indian Political Dynamics

- Verbal and written communication skills in Hindi and English
- Proficiency in process and data management
- Intermediate experience in managing MS- Excel, PowerPoint, and Google Docs.
- Ability to interact and build relationships with people of diverse political ideologies

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- Attention to detail, process-oriented and can manage to work in uncertainty
- Strong organisational skills with the ability to manage multiple tasks simultaneously
- Conscientious, disciplined, committed to rigour in all aspects of work and professional
- Entrepreneurial, frugal with the ability to give and receive feedback
- You will be required to dedicate 30 hours per week. This will be a 1.5 month long internship starting from September 2024.
- The internship will be a hybrid model of work from home and office.

Location: Based in New Delhi

Compensation: 3000-5000/ month (For those currently pursuing graduation, the stipend is 3,000. For postgraduates, it's 5,000.)

If shortlisted, there will be pre-work and followed by an interview. Write to contact@indianschoolofdemocracy.org if you are interested or have any questions.

The selection process can take up to 1 week to complete. The expected start date is September 2024

Note :- Preference will be given to candidates who can join at earliest.

[Website](#) | [Facebook](#) | [Instagram](#) | [Youtube](#) | [Twitter](#)