

Ministry of Women and Child Development
Stats Bureau, 3rd Floor, Jeevan Vihar Building, Parliament Street, New Delhi-110001

Advertisement

INTERNSHIP PROGRAMME FOR YOUNG STUDENTS

Applications are invited from young students/scholars for *short-term* Internship Programme of two months duration of the Ministry. This programme is focused on involving young students to provide them exposure to the Ministry's schemes, policies, programmes, research and statistical works. Students from different Colleges/ Universities/Academic Institutions or those who have passed out recently may like to apply in the prescribed format given below at **Annexure I-A & I-B**. The details of the internship programme may be seen at **Annexure-II**.

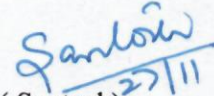
Selected Interns would be given an incentive/stipend of Rs.5000/- p.m. Ministry would award Internship Certificate to the students on successful completion of the Internship.

The application/nomination may be emailed at: **intern.wcd@gmail.com** by the willing students as per the prescribed format given at **Annexure I-A & I-B** mentioning the duration of the internship as per schedule given below :

S.No.	Duration /Session		Intake
	From	To	
1	17/12/2018	16/02/2019	25
2	01/01/2019	28/02/2019	25

The last date of receiving application of internship is 12/12/2018. Selection of the Interns would be made on merit of academic performance and/or personal interview.

For further enquiry applicants may contact Sh. D K Tiwary, Coordinator(Internship Scheme) at email address:**intern.wcd@gmail.com**


(Santosh)
Statistics Adviser
Ph. 011-23367573

Ministry of Women and Child Development

APPLICATION FOR INTERNSHIP PROGRAMME OF MWCD FOR YOUNG STUDENTS/SCHOLARS for 2018-19.

Paste
recent
stamp
size

Internship Session : From / / to / /

S.N.	Particulars				
1.	Name of the Applicant(In block letters)				
2.	Date of birth				
3.	Sex(Male/Female)				
4.	Mother's/Father's /Husband's name				
5.	Contact details(Complete present address with phone/mobile number and e-mail ID)				
6.	Name and address with contact details of the person to be contacted in emergency				
PART-B.					
7.	Name of the University/College/Institution with complete address and contact details as per details asked in Col. 5 above)				
8.	Name of the course in which enrolled in above Institution				
9.	Course duration (Year and month when joined and year of its completion)				
10.	Name and contact details of Head of the academic course				
11.	Educational qualification:				
	Exam passed	Year	Subjects	Details of Board/ Institution/ University	Aggregate percentage of marks/grade
i)					
ii)					
iii)					
iv)					
12.	Area of Interest for Internship:				
13.	Comments as to why you opt for this internship(50 words):				
14.	Address during Internship and reference(s) of guardians, if any.				

Signature of the application

Place:

Date:

DECLARATION

I certify that above mentioned details furnished by me are true to the best of my knowledge and belief. I also agree that in the event of any misrepresentation and/or falsification of information, my internship shall be liable to be cancelled without any further notice without prejudice to any other administrative/legal proceedings that the Ministry of Women and Child Development may deem fit to initiate.

I also understand that the offer of internship by the Ministry of WCD is not an offer of any job or a commitment of any future job and also that no monetary incentive or reimbursement of any expenses for activities under this programme would be made available to me hence, the offer of internship would not be used as a claim for that matter.

Place:

Signature of the applicant

Date:

TO BE FORWARDED BY THE INSTITUTION
(Only for enrolled University/College students)

Mr./Ms _____ S/o, D/o Sh. _____ is

enrolled for _____ course in

_____ for the academic duration

from _____ to _____ and is recommended for Internship of the

Ministry of Women and Child Development, GOI, New Delhi.

Signature _____

Name _____

Designation _____

INTERNSHIP PROGRAMME OF MWCD FOR YOUNG STUDENTS AND SCHOLARS

5.01 Objective: The objective of 'Internship Programme' is to involve young students/scholars in research and related activities of the Ministry of WCD. Broadly, this programme is to help in orientating the students/scholars with the policies and programmes of the Ministry by offering short-term orientation. The students/scholars need to be enrolled in different Universities/Academic Institutions. They would also be entertained to undertake pilot projects/micro-studies focusing on the ongoing activities of the Ministry. The Ministry expects from this activity a qualitative exposure of students to its mandate and also have specific programme and policy analysis at the hands of the target group to make them proactive to raise the issue of women and children on various platforms in future.

5.02 Scope: Through this activity, Ministry would endeavor to widely disseminate information on its programmes to the student community and tap their talent and efficiency creating opportunities to work for efficacy in implementation of its schemes and also deliberate on its policies through different assignments. Besides, Internship would also provide a common platform for meaningful interaction and space for research related activities. The interns in turn would benefit through this exposure to the functions of government and this may contribute for policy formulation by giving policy inputs e.g. empirical analysis, briefing, reporting, policy papers etc. This programme is expected to yield promptness in bridging information gaps pertaining to issues and problems of country's women and children.

5.03 Under this initiative, Ministry would provide conducive conditions and services to young students to interact with its functionaries responsible for implementation of different schemes and policy initiatives; interact with other line Ministries and stakeholders who are key role players in the development and wellbeing of country's women and children.

5.04 Ministry of Women and Child Development, Government of India is mandated to protect the interests of women and children in the country. Ministry is responsible to devise interventions impacting all walks of life of these sections of the society. Some of the major schemes of the Ministry could become reference for the project work of the Interns.

5.05 Duration of Internship Programme:

(A) **Short term internship of one month duration:** The Activities for Interns during this period will be as follows:

- a) Participation in planning and research related activities at elementary level for exposure to the schemes and programmes of the Ministry.
- b) Developing vision and mission for betterment of women and children; critical appraisal of schemes/ programmes of the Ministry and outside the Ministry emerging in the current scenario for improving lot of women and children in

the country.

- c) Compilation/collation of data/information on various schemes of the Ministry and policy relevant statistics.
- d) Identify and document 'good practices' observed in implementation of Ministry's scheme.
- e) Visit to field projects.
- f) Any other activities that may be necessary in the interest of the Ministry and Interns.

(B) Internship for 2-3 months' duration: The Activities for Interns during this period will be as follows:

- a. Participation in planning and research related activities. Students are expected to undertake short duration pilot studies/surveys besides undertaking evaluation of MWCD schemes on the issues identified and justified by them or issues listed by the Ministry from its areas of interest/work.
- b. To provide inputs for policy formulation/scheme implementation through empirical research work with the Ministry to supplement the process of policy formulation, implementation of schemes and other initiatives related to women and children.
- c. Participation in-country Seminars/Workshops or interaction at any such platforms that MWCD may find relevant for young students/scholars for exposure in the field of gender issues and children.

(C) Internship for 6 months' duration. The Activities for Interns during this period will be as provided under point-ii) above.

5.06 Eligibility for Internship:

- i) For short-term (one month) Internship, students who are doing their undergraduate courses in any subject.
- ii) The Internship of 2-3 months is open for those candidates who have completed their graduations in any discipline/subject.
- iii) For long-term Internship of 6 months' duration, currently enrolled PG students and those who have completed their PG degrees from any discipline would be eligible to apply. Ministry may also consider candidates of experience and PG/Ph.D degree holders for this long term-internship.

5.07 Selection of Interns: Selection of Interns would be made purely on academic merit and /or interviews.

Note: For long-term Internship, Ministry would tie up with different Universities and other academic bodies to have a faculty mentor for each interns from the university from which the intern has been selected or from any other university identified by the ministry - the faculty mentor should ideally have expertise in the subject area of the internship.

5.08 Furnishing of undertaking/declaration

- (a) Selected interns would declare that he/ she understands that the offer of internship by the Ministry of WCD is not an offer of any job or any commitment of any future job, hence the offer of internship would not be used as a claim for that matter.
- (b) Furnishing a declaration of secrecy before reporting for the internship.
- (c) Furnishing recommendations of the Institutions where student is enrolled for academic pursuit.
- (d) Undertaking giving right to the Ministry to cancel the Internship for non-performance during Internship period as may be deemed/observed by the Ministry.

5.09 Number of Internship: For short term internship, Ministry would award up to 20 internships per batch. For six monthly internship, 8-10 Internships will be taken by the Ministry to the eligible persons during a financial year.

5.10 Incentives for Internship:

- (a) The interns would be provided an Internship Coordinator who should be responsible for processing of applications, disbursement of stipend and reimbursement of expenses on this programme. He would be coordinating entire internship exercise, including networking and communication with other stakeholders in this activity.
- (b) Those enrolled for short term internship, the Ministry would award a certificate to an Intern on successful completion of his /her internship on terms such as submission/presentation of papers/reports of the work done assigned by the Ministry to an Intern. Ministry in future may consider paying the interns a lump sum monthly stipend of Rs.5,000/-, as incentive. Interns proceeding on tour, as part of the internship would be reimbursed Travel cost (By deluxe/ AC bus / 2nd AC train journey) and DA as per GOI rates.
- (c) Interns who are selected for long-term Internship would receive a monthly stipend of Rs.10,000/- and reimbursement of Travel cost (By deluxe/ AC bus / 2nd AC train journey) and DA as per GOI rates.
- (d) Interns would be provided necessary logistics such as sitting arrangement, internet facility and stationery items etc.

5.11 Schedule of Internship Programme:

Short-term Internship programme of the Ministry would remain open for four batches from mid May to mid July(period of college or University vacations), August-October, November - January and between March-May every year. Notification inviting applications from prospective students would be uploaded to the Ministry's website one month advance from actual commencement of the Internship. However, the programme schedule may be advanced or postponed as may be found appropriate by the Ministry from time to time.

5.12 Selection of Interns:

(a) Application for awarding Internship (As per Annexure-V) with the Ministry for specific activities will be invited through an open advertisement on the website of the Ministry www.mwcd.nic.in. This would include such ToRs for Internship as may be approved from time to time by the Ministry in consultation with its subject Bureaus and as per the felt need of research work or related activities in specific areas.

(b) The selection of Interns would be made by a Selection Committee comprising of different Bureau Heads or their representatives in the Ministry handling different subject matters which would subsequently have approval of the Secretary, MWCD. Where necessary, Ministry may also invite certain faculty members/subject experts from Universities/reputed research Institutes for the selection process.

5.15 Termination of Internship(s) and resolution of disputes:

Ministry would have the right to appraise/review performance of interns and enforce timely completion of various assignments. In view of the scheme offering short term research and related activities for about three months or so, it would be desired from the Interns to complete their project activity in time and satisfactorily. In case of non-compliance of ToRs of the awarded project(s) and unsatisfactory work, the Ministry would have right to recover entire grant amount sanctioned for project and also attempt to settle any dispute with the authorities of Interns' academic institutions under the circumstances that necessitate such action.

5.17 How to Apply

Interested students/scholars may apply for internship of the Ministry through visiting *details* available at the Ministry's website www.wcd.nic.in. For any further details/queries, following officer may be contacted:

D K TIWARY
Coordinator (Internship Scheme)
Ministry of Women and Child Development
Government of India
3rd Floor, Jeevan Vihar Building
Parliament Street
New Delhi-110001
E-mail- intern.wcd@gmail.com Ph# 011-23361305