

NOTIFICATION INVITING APPLICATIONS FROM PROSPECTIVE YOUNG STUDENTS AND SCHOLARS FOR INTERNSHIP PROGRAMME OF MINISTRY OF WOMAN & CHILD DEVELOPMENT (MWCD)

Ministry of Woman & Child Development (MWCD) is inviting nomination from students undergoing Graduation/Post Graduation Courses in different academic Institutions/Universities under 'Internship Programme' of one /two-three months duration. This would help them in orientating 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.

Duration of Internship Programme:

The internship programme would have following types of durations and activities to be undertaken:

(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 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.

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 are holding 2nd class Graduation Degree and enrolled further for Post Graduation Courses in the field of Social Sciences and Statistics are eligible to apply. Students from Management/IITs/IT sectors would also be eligible to apply and would also be considered under this Internship Programme.

Furnishing of undertaking/declaration

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.**

- (a) Furnishing a declaration of secrecy before reporting for the internship.
- (b) Furnishing recommendations of the Institutions where student is enrolled for academic pursuit.
- (c) Undertaking giving right to the Ministry to cancel the Internship for non-performance during Internship period as may be deemed/observed by the Ministry.

Number of Internship: For short term internship, Ministry would award up to 30 internships per batch.

Incentives for Internship:

- (a) 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 would pay 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.
- d) Interns would be provided necessary logistics such as sitting arrangement, internet facility and stationery items etc.

Selection of Interns:

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.

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 one/ two-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.

How to Apply

Interested students/scholars may apply for internship of the Ministry through email at the email address: intern.wcd@gmail.com furnishing therewith their details in the prescribed format given at Annexure-II latest by 15th March, 2017. For any further details/queries, following officer may be contacted:

Shri D.K. Tiwary
Coordinator (Internship Scheme),
Statistics Bureau,
Ministry of Women and Child Development,
Government of India,
3rd Floor, Jeevan Vihar Building,
Parliament Street,
New Delhi-110001.
Contact No: Tel: 011- 23361721 /23361305

Online Application Form Format(to be developed by NIC)**Ministry of Women and Child Development
APPLICATION FOR SCHEME OF INTERNSHIP WITH MWCD FOR YOUNG
STUDENTS/SCHOLARS**

Paste recent stamp size photo in the box
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Srl.	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:				
	Year	Details of Board/ Institution/ University	Exam passed	Subjects	Aggregate percentage of marks obtained
	i)				
	ii)				
	iii)				
	iv)				
	v)				
12.	Areas of interest related to the field of women and child development:				
13.	Comments as to why you opt for this internship(50 words):				
14.	Address during Internship and reference(s) of guardians, if any.				

Place:**Date:****Signature of the application**

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 re-imburement 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 _____

Date:

(Office Seal)

*: This may be submitted during the course of internship programme.