

**Government of India
Ministry of Women and Child Development**

**Guidelines
Internship Programme**

-

Objective

The objective of 'Internship Programme' is to translate Hon'ble PM's idea of "SABKA SATH, SABKA VIKAS, SABKA VISHWAAS, SABKA PRAYAS" for building self-reliant India.

Eligibility

Women students, scholars, social activists and teachers from non-tier-I cities and rural parts of India will be eligible for the program. The women students, scholars, social activists, teachers (herein after referred to as interns) need to be enrolled in/associated with any university/academic/non-academic institution.

Age Limit

21 years to 40 years

Scope of Activities

Broadly, this programme is meant to help in orienting the students, scholars, social activists, teachers with the policies and programmes of the Ministry by offering short-term association. The interns may be required to undertake pilot projects/micro-studies focusing on the ongoing activities of the Ministry. The Ministry endeavors from this Programme, a qualitative exposure of the interns to its mandate, specific programmes and policy analysis so as to enable them proactively raise issues concerning women and children on various platforms in future.

Through this Programme, Ministry aims to tap the talent of the interns, giving them opportunity to work for infusing further efficiency in implementation of schemes as also deliberate on its policies through different assignments. The Internship Programme would provide a common platform for meaningful interaction and space for research related to Government programs/initiatives. The interns would be able to contribute to policy formulation by giving inputs in the form of empirical analysis, reporting, policy papers and briefing. This Programme is expected to yield promptness in bridging possible information gaps pertaining to issues and problems of women and children in the country.

Under this initiative, Ministry would provide environment and services to the interns 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 wellbeing and empowerment of women and children in the country.

Duration

The Internship Programme will be available for the duration of one month and two months separately throughout the year. Interns can select any one of the two durations while submitting their applications.

Number of Interns

Ministry would take up to 10 interns per batch.

Incentives

- a. Each intern would be provided a lump sum stipend of Rs.20,000/- per month and reimbursement of travel cost (by Deluxe/AC Bus/3 Tier AC Train) for joining of the Programme in the Ministry and return back to home at the end of the Programme. Interns proceeding on tour as part of the Programme would be reimbursed travel cost (by Deluxe/AC Bus/3 Tier AC Train) and DA as per extant GOI rates. The interns would also be awarded a certificate on successful completion of the Programme on terms such as submission/ presentation of papers/ reports of the work done.
- b. Interns would be provided hostel facility on sharing basis(3 interns per room) for the duration of their Programme in Delhi.The hostel facility would be available from 2 days prior to the start of Programme upto 2 days after the end of the Programme (e.g., from the forenoon of 30th January 2023 upto afternoon of 2nd March 2023 for a one-month programme and from the forenoon of 30th January 2023 upto afternoon of 2nd April 2023 for a two-month programme)
- c. Interns would be provided necessary logistic support such as seating arrangement, internet facility and stationery items in the Ministry.
- d. The interns would be provided an Internship Coordinator who would be responsible for coordinating entire internship exercise, including networking and communication with other stakeholders.

How to Apply

Prospective interns are required to submit their applications online on the Internship Programme portal www.wcd.intern.nic.in. The applications can be submitted between 1st and 10th of every month. Interns can choose the month and duration for which they wish to apply for the Programme. Applications will be accepted only upto 6 months in advance. Any candidate once selected for the internship shall not be eligible to apply for any subsequent Programme.

Selection

The selection of Interns would be done by a Selection Committee duly constituted for this purpose. Where necessary, Ministry may also invite certain faculty members/subject experts from universities/reputed research institutes for the selection process.

Furnishing of Undertaking/Declaration

- a. The selected intern would declare that she understands that offer of internship by the Ministry is not an offer of job or commitment of any future job, hence the offer of internship would not be used as a claim for that matter.
- b. The selected intern would furnish a declaration of secrecy before reporting for the internship.

Termination of Internship

Ministry would have the right to appraise/review performance of interns and enforce timely completion of various assignments. It would be desired from the Interns to complete their project activity in time and satisfactorily. In case of non-compliance and non-performance, the Ministry would have right to terminate the internship programme by issuing a notice to concerned intern to this effect.

Contact

For any further details/queries, following officer may be contacted:

Assistant Director (Internship Programme)
Ministry of Women and Child Development
Ground Floor, Jeevan Tara Building
Ashok Road, New Delhi – 110001
E-mail: mwcd-research@gov.in
