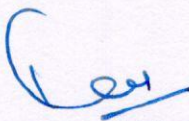


Directorate of Social Security, Women and Child Development, Punjab
SCO 103-104, Sector 34 A Chandigarh

The Department of Social Security, Women and Child Development, Government of Punjab is offering young professionals and university/college students an internship at its Head Office Sector 34-A Chandigarh and some of its Field Offices at Jalandhar, Hoshiarpur, Amritsar, Ludhiana, Bathinda and Patiala in State of Punjab. Interns will work with the office of Director Social Security, Women and Child Development or in Office of DPO/DSSO on the flagship schemes of the government.

Interested candidates may apply by sending their CV and a Statement of Proposal (SoP) (Not more than 300 words) through the email: internshipsswcd@gmail.com by 30 June 2018.


Additional Director (SS)
Department of Social Security,
Women and Child Development, Punjab

Punjab Social Security, Women and Child Development Internships 2018

Introduction

The Department of Social Security, Women and Child Development, Government of Punjab is offering young professionals and college students an internship at its Head Office Sector 34-A Chandigarh and some of its Field Offices at Jalandhar, Hoshiarpur, Amritsar, Ludhiana, Bathinda and Patiala in State of Punjab. Interns will work with the office of Director Social Security, Women and Child Development or in Office of DPO/DSSO on the flagship schemes of the government.

Period of Internship

6-12 weeks

Location

Chandigarh, Jalandhar, Hoshiarpur, Amritsar, Ludhiana, Bathinda and Patiala

Roles

S. No	Role	Positions	Remarks
1	Comprehensive Programme/ Scheme Analysis	5	Schemes Umbrella ICDS, Women Empowerment, Financial Assistance Schemes
2	Research on Best Practices in BBBP, Rehabilitation of Children of CCIs, Various Aspects of Implementation of Schemes, Psycho-Socio Behaviour of Children Residing in CCIs	6	State (1) and Field (3)
3	Design and Innovative Methods for Monitoring of various Schemes of the Department	5	
4	Design of Reporting and Evaluation System	5	
5	Design and Implementation of convergence strategy for scheme at Village/block levels	6	Field Office Only

About the Department

The Department of Social Security and Women & Child Development is entrusted with the implementation of various schemes related to social security including financial assistance programmes; care and protection through institutional and non-institutional care schemes; accelerating the socio-economic empowerment of women; and implementation of various Acts related to safety and security of Women and Children, Senior Citizens and Persons with Disabilities. The department is also responsible for the awareness generation and capacity building on social issues i.e. women empowerment, sanitation and Hygiene, adverse sex ratio and protection of children and women from various abuses. The underneath objective of the department is to ensure safety and security of women, children, old age and disabled persons and to empower them so that they can contribute in the society.

Internship Requirements

The Punjab Social Security, Women and Child Development Interns will be required to analyse problems and frame solutions which are easy to implement at scale. We need dynamic young leaders who are passionate about working on project which have large scale social impact through building stronger systems and policy. Applicants need to have an outstanding academic

record in disciplines such as management, engineering, social sciences, science, Economics and finance etc.

Skills Preferred

- Strong data analysis skills
- Excellent communication and interpersonal skills
- Proficiency with MS Office applications and relevant digital tools
- Report writing and research experience/computer programming/accounting skills will be needed for some of the roles above.

Value Addition for Interns

- Experience of working with senior officers and policy makers
- Experience on working of Government to deal with social issues and various empowerment programmes
- Research on various projects that will have state-wide impact
- Experience in analytical, project planning and teamwork skills

Application Process

Those interested may apply by sending their CV and a SOP(Not more than 300 words) through the email: internshipsswcd@gmail.com

Last date to apply is 30th June

Important Instructions

- The internship is without any honorarium or monetary benefit and no TA/DA will be paid to interns for any work done during the internship period
- The experience or internship certificate will be given to those candidates who have 75 percent of attendance and satisfactory performance with good behaviour during internship programme