

District Administration Jind, Haryana

Required Communication and Social Media Intern – 3 posts

- Communication Content
- Short Films
- Social Media

Time-Period: 2 months (April – May)

Location: Jind, Haryana

Incentives: shared Lodging and Stipend (Rs. 8,000 /month)

Required:

- Good written and spoken languages (English, Hindi and preferably some knowledge of local dialect)
- Bring your own equipment, DSLR Camera, laptops, mics and any other gadgets
- Basic knowledge of the hierarchical structure of Govt. Officials and policies
- Basic data collection and analysis

Job description:

Communication Content

- Research on key development works ongoing in the district
- Coordinating the data collection for the research works
- Publishing weekly articles on the blog
- Drafting well researched 4 articles per week for print media on the welfare activities and works.

Social Media

- Weekly updates on Social Media for the development works in the District
- Develop a citizen feedback forum on Social Media, take the complains and analyze for better delivery of the administration
- Reaching out to maximum number of people in the district from whatsapp, facebook and twitter for awareness
- Basic capacity building of the local staff in the domain

Short Films

- Pictography of the development works
- Videos and Interviews for the awareness and PR of the welfare schemes
- Editing and finalizing the videos
- Publishing the videos on the youtube channel

Next Steps:

Mail your one page resume and 2 sample works on dcjnd@hry.nic.in and dprjnd@gmail.com with the subject **INTERN: SOCIAL MEDIA/ SHORT FILMS/ COMMUNICATION CONTENT**