



YOUTH INDIA FOUNDATION

Registered under Indian Trusts Act, 1882

CM-1, VSS Nagar, Bhubaneswar, Odisha

E-mail: contactus@youthindiafoundation.com

Website: www.youthindiafoundation.com

INTERNSHIP ROLE DESCRIPTION

Youth India Foundation is currently working on National as well as State levels and we provide various internship opportunities to young mind in different departments as mentioned below:

- ❖ Marketing Department
- ❖ Information Technology(IT) Department
- ❖ Finance Department
- ❖ Public relations(PR) Department
- ❖ Human Resource (HR) Department

Details of Internship:-

- 1. Duration: 3 months**
- 2. Internship type: Unpaid**
- 3. Location: Work from Home**
- 4. Eligibility: All courses and years**
- 5. CV's must be attached with the application of the respective intern.**

Perks of Joining Youth India Foundation:-

- Exposure to social issues and a chance to work towards their solutions
- LOAs and Certificates to the students along with a Letter of Recommendation in case of exemplary performance.
- Friendly atmosphere

- Youth India Foundation is a Pan Indian organisation, which gives every student a great opportunity to work at different levels and for meaningful connections across the nation.
- Opportunity to understand entrepreneurship and the corporate working environment through first hand experience.

We make a life about what we give. You get the chance to create the change that you want to see in the world.

MARKETING DEPARTMENT

- Management and Coordination within the department and team.
- Content creation, keeping mind the values and goals of the Foundation.
- Research and analyze various social media platforms and use insights to increase reach and engagement amongst the audience.
- Analyze trends and conceptualize new campaigns tailored towards the organisational needs.
- Strategize, develop and implement the marketing strategies for the various platforms.

IT DEPARTMENT

- Management and Coordination within the department and team.
- Develop and maintain websites
- Create graphics
- A Video Editor must have experience to prepare/edit videos for the given content.

FINANCE DEPARTMENT

- Management and Coordination within the department and team.
- The intern must keep account of all transactions in prescribed format and report.
- Plan and check financial feasibility of events and initiatives.
- Fetching appropriate sponsorships.

- Constant lookout for all the events and performing documentation when required.

PR DEPARTMENT

- Management and Coordination within the department and team.
- Handle grievances within and outside the organisation.
- Ensure engagement amongst fellow team members at all level
Generate leads for registration for events, and convert them
Connect and collaborate with individuals and organisations to ensure organisational expansion
- Pitching and cracking deals.
- Ensure engagement with the external stakeholders of the organisation

HR DEPARTMENT

- Management and Coordination within the department and team.
- Carry out recruitment for the various units of the organisation
- Draft and maintain records and documents.
- Enforce and ensure a positive and rewarding work environment
- Resolve conflicts and keep team motivated in stressful situations



Pragati Choraria
(National HR Director)
Youth India Foundation