

**CENTRE FOR REGULATORY STUDIES, GOVERNANCE AND PUBLIC POLICY
THE WB NATIONAL UNIVERSITY OF JURIDICAL SCIENCES, KOLKATA**

CALL FOR APPLICATIONS: INTERNS AT CRSGPP

The Centre for Regulatory Studies, Governance and Public Policy (CRSGPP) at the West Bengal National University of Juridical Sciences, Kolkata was established in July 2015 with the vision of becoming a centre of excellence in research in the field of law, public policy and governance. CRSGPP has been successful under the aegis of the Department of Higher Education (University Branch), Government of West Bengal to promote interdisciplinary research. The Centre encourages original interdisciplinary research on the dynamics of law and society, engages in public debates and academic discussions in social sciences and law and intends to assist law and policy makers in the preparation and critical evaluation of legislation and policies pertaining to communities and groups, including the socially excluded ones. The Centre recently completed two research projects and submitted reports titled “Role of Executive Magistrates in the District Administration of West Bengal” and “Trend Analysis of Right to Information Applications in Panchayat Samitis and Gram Panchayats of the State of West Bengal” to the Government of West Bengal.

We are looking for interns from 17th April to 16th June, 2017

Would you like to...

- ✓ gain relevant experience in a policy research institution running various research projects on law and public policy?
- ✓ get an insight into fields such as project management, communications and event organisation?
- ✓ be a part of a young, motivated and professional team?
- ✓ live in the city of joy?

Do you have...

- ✓ good knowledge of English (essential) and Bengali (desired)?
- ✓ good communication skills?
- ✓ previous experience in office work (not mandatory)?
- ✓ a good team spirit?
- ✓ knowledge of research in law and public policy (not mandatory)?
- ✓ loads of enthusiasm and motivation?
- ✓ interest in the works of CRSGPP?

If your answers are on the affirmative, then we are looking for you! We are looking for students of law (3rd year onwards) and other social sciences (masters level) who would like to gain professional experience in policy research and the management of a research institution such as ours.

Main tasks...

- ✓ preparations and participant management for meetings and other events of the Centre;
- ✓ drafting and revising of reports and applications;
- ✓ preparing and updating databases, administering online activities;
- ✓ updating websites and social media sites;
- ✓ composing invitations and other materials;
- ✓ other tasks that may be assigned by the Centre, depending on projects and events;

Internship details...

The maximum duration of internship is two months and the minimum duration is one month. Interns may be inducted in three slots (1) 17th April, 2017 to 16th June, 2017 (2) 17th April to 16th May, 2017 (3) 17th May, 2017 to 16th June 2017. At the end of the Internship programme, a Certificate would be issued to the respective candidates by the Centre. Interns may not be paid any remuneration/fee for the work put in by them during the work time. The daily work hours are 9.30 am to 5.30 pm. Saturdays and Sundays are holidays.

How to apply...

Please apply by 14th March, 2017.

Applicants are required to complete the internship in support of their studies or as a part of their coursework. If an applicant has already finished his/her studies, CRSGPP would not consider the application. Please send your Internship application attaching your letter of motivation and your CV and also indicating the duration/slot of internship to Shuvro Prosun Sarker, Research Associate at shuvro@nujs.edu with a CC to Rajat Banerjee, Research Associate at rajatbanerjee57@hotmail.com.

The acceptance process...

The acceptance of applications may depend on the requirements of the Centre and other logistical issues. Candidates whose internship applications are accepted will be notified no later than 3rd April, 2017.