

Events and Campaigns Team Internship Job Description

Overview

Join our vibrant Events and Campaigns Team Internship, a 5-month program crafted for students and recent graduates enthusiastic about organizing health workshops, awareness campaigns, and seminars. This part-time, hybrid role offers the flexibility to work remotely or on-site in urban/rural areas, providing hands-on experience in event planning and campaign execution to drive community health awareness. No prior event management or technical skills are required, as comprehensive training in event coordination, campaign strategies, and community engagement will be provided under the mentorship of experienced professionals.

Program Highlights

- Duration: 5 months, with the first 2 months unpaid and a stipend (₹10,000–₹14,000/month) for the remaining 3 months; extension possible based on performance and project needs.
- Type: Part-time (15–20 hours/week, flexible schedule to accommodate academic commitments).
- Location: Hybrid (remote with occasional on-site work in metro, tier 2/3 cities, or rural areas like Mumbai and Pune requiring a reliable internet connection for remote tasks).
- Mentorship: Personalized guidance from seasoned professionals in event management and campaign execution with regular feedback sessions.
- Training Provided: No prior skills required; comprehensive training in event planning, campaign design, and digital outreach tools.
- Hands-On Projects: Contribute to real-world initiatives, including health workshops, awareness campaigns, and community seminars.

Key Responsibilities

As an Events and Campaigns Team Intern, you will:

- Collaborate with the team to design and execute health workshops, awareness campaigns, and seminars to promote community well-being.
- Assist in organizing and managing on-site and virtual events, ensuring smooth execution and participant engagement.
- Develop and distribute campaign materials, including flyers, posters, and digital content, in regional languages to reach diverse audiences.
- Support social media campaign efforts to amplify health awareness initiatives and engage communities.
- Conduct surveys or feedback sessions to assess campaign impact and gather community insights.
- Assist in coordinating with local organizations, healthcare professionals, or vendors to enhance event and campaign outcomes.
- Document event activities, campaign metrics, and feedback to ensure transparency and continuous improvement.

Learning Opportunities

Under expert mentorship, you will gain:

- Event and Campaign Management:
 - Master event planning, coordination, and campaign execution processes with full training.
 - Learn to manage real-time data logging for events and campaigns, ensuring accuracy and impact tracking.
- Communication Skills:
 - Gain experience in creating regional-language materials and engaging diverse or non-digital audiences.
 - Develop skills in communicating health-focused messages effectively to varied communities.
- Digital Tools:
 - Build proficiency in social media management and campaign tools (e.g., Canva, Google Suite) with training.
 - Optimize campaign workflows for maximum community reach and engagement.
- Industry Exposure:
 - Gain insights into health-focused event management and community campaign strategies.
 - Build a professional portfolio showcasing contributions to health workshops and campaigns.
- Career Development:
 - Receive personalized mentorship to guide your growth in event and campaign management.
 - Develop critical skills in problem-solving, communication, and hybrid teamwork.

Required Skills and Qualifications

We welcome candidates passionate about health awareness and event coordination. No prior skills are required, and training will be provided.

- Operational and Communication Skills:
 - Basic understanding of event planning or community engagement through coursework, projects, or self-study.
 - Willingness to learn campaign design and digital outreach tools through provided training.
- General Skills:
 - Strong attention to detail for event coordination and campaign tracking.
 - Excellent communication skills for collaborating with communities and remote teams.
 - Proactive problem-solving abilities and a self-motivated attitude toward learning.

- Ability to work independently and collaboratively in a hybrid team under mentorship.

Requirements

- Current enrollment in public health, social sciences, communications, or related fields at an accredited institution.
- Availability for 15–20 hours per week with a flexible schedule.
- Access to a reliable internet connection and a computer/smartphone capable of running campaign tools.
- Willingness to travel occasionally to tier 2/3 cities or rural areas (e.g., Lucknow, Bhopal) for on-site events or campaigns.

Preferred Qualifications

While not mandatory, these qualifications strengthen your application:

- Personal or academic projects in event planning, health campaigns, or community outreach.
- Basic familiarity with design tools (e.g., Canva, Adobe Express) or social media platforms.
- Exposure to health communication strategies or volunteering through coursework or personal initiatives.
- Familiarity with remote collaboration tools (e.g., Slack, Trello, Zoom).

Who Should Apply

- Students: Undergraduates or postgraduates in public health, social sciences, communications, or related fields eager to gain experience in health-focused events and campaigns, with no technical background required.
- Freshers: Recent graduates passionate about launching careers in event management or health awareness, with training provided to bridge skill gaps.

Work Environment

- Collaborative Culture: Join a supportive, inclusive hybrid team fostering creativity and continuous learning in event and campaign management.
- Mentorship: Receive one-on-one guidance from experienced professionals to accelerate your skills, with tailored training.
- Real-World Impact: Work on projects promoting health awareness and community engagement through workshops and campaigns.
- Flexible Arrangements: Hybrid work (remote with occasional on-site tasks in metro, tier 2/3, or rural areas) with a flexible 15–20 hours/week schedule.
- Duration and Compensation: 5 months, with the first 2 months unpaid and a stipend (₹10,000–₹14,000/month) for the remaining 3 months; extension possible.

Benefits

- **Hands-On Experience:** Gain practical skills in event coordination, campaign execution, and health awareness initiatives, with comprehensive training.
- **Mentorship:** Learn from experts in event management and health campaigns, with personalized feedback.
- **Portfolio Development:** Build a professional portfolio showcasing contributions to health workshops and campaigns.
- **Academic and Career Support:** Earn academic credit (subject to approval) or reference letters for academic and professional advancement.
- **Networking:** Connect with health and event management professionals, opening future career opportunities.

How to Apply

Take the first step toward a rewarding career in health-focused event and campaign management! Our three-stage selection process ensures we find passionate candidates:

1. **Application Submission:** Submit your resume, along with any relevant project portfolios or links to work (e.g., event plans, campaign materials) to support@rbcurexia.com.
2. **Assessment Task:** Complete a short task on event planning or campaign design to demonstrate your abilities (no prior skills required; guidance provided).
3. **Interview:** Participate in a virtual or in-person interview to discuss your skills, passion, and fit, with opportunities to learn more about the role.

Apply today to gain invaluable experience in health workshops and campaigns, with all necessary training provided, and contribute to impactful community solutions!

Contact Us

For more information, reach out to us:

- Website: www.rbcurexia.com
- Email: support@rbcurexia.com