



Shadhika
Investing in Girls for India's future

Shadhika provides funding and support to women-led, locally controlled non-profits in India working to empower at-risk girls so that they — and India — can realize their aspirations for a better future. We seek to break the cycle of poverty and address gender inequality in India by investing in the education, empowerment and economic self-sufficiency of girls.

Title:	Program Committee Intern
Job Description:	<ul style="list-style-type: none">• Works directly with President & CEO, the Program Committee Chair and the Program Committee• Assist in creating, gathering and implementing materials for the following Shadhika programs: Supports for Success, Shadhika Scholars, Ready for Work, Boys for Girls, and Partners Capacity Building Program• Conduct research as needed relating to the communities Shadhika serves• Gathering information from Shadhika's partners in India• Due diligence on possible organizations for Shadhika to fund• Other duties as assigned
Qualifications	<ul style="list-style-type: none">• Bachelor's Degree, or in process, in International Relations or related field• Commitment to Women's Empowerment and International Development• Excellent writing and research skills• Organized, efficient, and detail-oriented• Motivated and self-directed• Strong and proven work-ethic• Computer literacy (Microsoft Excel, Word, PowerPoint)
Overview	<ul style="list-style-type: none">• Dates: February through August 2017 (start and end dates flexible)• Location: Posner Center for International Development 1031 33rd Street, Denver CO 80205• Hours Per Week: 8-16 hours week, depending on availability• Compensation: unpaid
Benefits	<ul style="list-style-type: none">• Ongoing training and collaboration with individuals working in international development• Corresponding with Shadhika's partners in India• Working with Shadhika's President and CEO as well as Board Members
Training	<ul style="list-style-type: none">• Knowledge of issues facing at-risk women in India• Knowledge of NGOs in India• Experience implementing grant programs• Experience conducting due diligence on potential grantees• Knowledge of key topical areas for women's empowerment, including career development, life skills training
Application Guidelines	<ul style="list-style-type: none">• Email cover letter & resume to personnel@shadhika.org by January 31st