



Compassion is the Key



**Quit complaining,
Start creating.**

Welcome to
DCIP Application

#compassionisthekey

How many of us haven't anathematized the way our Government functions? However, how many of us have ever got an opportunity to work closely with the Government? District Collector's Internship Programme (DCIP) is an effort to bring those people who want to make a difference and not just be critical of how a Government system works. DCIP provides an opportunity for interns from educational institutes, NGOs and Corporates to work under the leadership of the district administration.

DCIP is an unpaid multi-disciplinary programme offered by the District Administration of Kozhikode to facilitate the development of a compassionate and responsible civil society. The internship provides an opportunity for passionate young minds to experience government machinery's functioning from within-bridging theory and practice. Interns will work on multiple high-impact government projects with various departments, carrying with them invaluable experiences for their personal and professional lives. DCIP interns are selected from hundreds of applications from across the country and are mentored by professionals in fields varying from medicine to social entrepreneurship.

This first-of-its-kind association with the Government and citizenry has brought about a new definition for participatory governance. Through initiatives like 'Compassionate Kozhikode', 'Operation Sulaimani', 'Campuses of Kozhikode', 'Enabling Kozhikode', 'Happy Hill' and 'Nammude Kozhikode', 20+ Batches of DCIP have left an indelible impact on the socio-economic progress of Kozhikode over the past six years. During times of crisis, like the Nipah outbreak, Kerala Floods, and ongoing covid pandemic, our interns, with their unstinting efforts, augmented the relief and rehabilitation efforts of the administration.

Who are we looking for?

Candidates

- ⊗ With commendable communication/interpersonal skills.
- ⊗ With highest standards of ethical conduct and discipline.
- ⊗ Who works as a team and respect diversity.
- ⊗ Who are Proficient in the technology of the day.
- ⊗ Who are modest, receptive to feedback & open to learning.
- ⊗ With a compassionate soul with a passion for service.

You will have an edge if you have worked with a non-profit, community-based, charitable, philanthropic, multilateral/bilateral organisation.

THE INTERNSHIP SELECTION PROCESS

The District Collector's Internship programme is a highly selective and coveted program. Through the 2-staged process, we select the highest potential candidates for the Internship.

Stage 1

Online Application

Your application form will help us understand your experiences, your motivations to join DCIP and why you would be a strong fit for the Internship. After a detailed evaluation of the application form, we will filter the candidates for Stage 2 of the application process.

Stage 2

Personal Interview

After reviewing your application form, we may have some additional questions for you. You will be invited to attend a 15-minute informal interview with our mentors. We would like to know more about you that helps us evaluate.

DCIP FAQ

How to Apply?

Applications can be submitted through the google form link.

Age limit

20 - 30 years

Minimum qualification

Graduation in any field of study

Do I have to sit for an examination to get selected?

No, there will be no written test in the selection process.

Will there be an interview prior to the selection?

Yes. After submitting the google form, we will communicate the interview date, time, mode via email.

Will I be preferred if I have prior work experience?

Experience in working with a non-profit, community-based organisation, Charity/ Philanthropic organisation, Aid agencies, Multilateral/ Bilateral agencies etc., will garner you an edge over others.

RECRUITMENT

Will I have to make any payments for applying for DCIP?

No.

Can I apply through post/in person?

No, only applications in the standard format should be submitted online.

Can I apply for DCIP if I am on a Sabbatical?

Yes.

Can I apply if I am an existing government employee?

No.

Do I have to belong to Kozhikode to apply for DCIP?

No, you could belong to any place, as long as you are ready to do the internship in Kozhikode district.

Are applicants from outside Kerala eligible ?

Yes.

Do I have to provide references?

Yes. Minimum one reference from people who know you well.

NATURE OF WORK

Will I get a stipend during my DCIP fellowship?

No, DCIP is an unpaid internship program. But you stand to gain much more

How long is the internship programme?

Four months

Will I be allowed to do a part-time internship programme?

No.

Will I be provided training of any kind during the programme?

Upon selection, we would conduct an orientation to familiarise you with the skills and knowledge required to execute the project at the start.

Whom will I be working under?

The interns would be directly reporting to the District Collector of Kozhikode.

Will I be provided lodging during my internship?

No. You'll have to find accomodation on your own.

What are the skills that I need to possess to successfully complete DCIP?

- Excellent communication/ presentation/ intra-personal skills will be required. You will be expected to closely work with the underprivileged sections of the society in full commitment to the noble cause. More than anything, compassion is the key to fulfilling the projects undertaken under DCIP.
- Basic computer knowledge is expected.
- Skills in content creation (Writing in malayalam &/or English, digital design) is not mandatory but is appreciated.

Will I have a time-bound schedule every week?

You will have time-bound targets to fulfil and report every fortnightly on the progress made. However, it will not be structured in a usual 10-5 o'clock pattern.

Will the interns be asked to work in groups

Yes, you may work in groups depending on the nature of the projects chosen. However, individual reports will have to be submitted by each group member.

Will there be an assessment at the end of the internship period?

There will be continuous monitoring by way of submission of a Fortnightly Report (FDIR) to the office of the District Collector. On successful completion of the Internship, a complete report will be submitted by the intern and a de-briefing will be done before a select committee.

Once chosen , am I entitled for the certificate?

No. Only on the satisfactory completion of the program will a certificate be awarded.

SCOPE OF WORK

What are the areas in which I am likely to get to work?

Broadly the internship would be in one of the following areas:

- Community engagement projects.
- Women and Child care, Juvenile justice, Correctional Homes.
- Community health initiatives.
- Environmental initiatives
- Reviews and recommendations on government projects.
- Implementation of ICT in service delivery.
- Development and implementation of surveys.
- Improvement of citizen outreach of District Administration
- Process re-engineering for better interdepartmental coordination.

Do I get to propose new ideas and implement them?

Yes, Innovation is always encouraged. You will get ample opportunities to innovate constructively for the benefit of Kozhikode citizenry.

How is working with DCIP different from working with an NGO?

You get to directly work under the District Collector and use the existing government machinery to make a difference in the lives of those who need your support.

Will I get employed in the government departments or organizations that I do my project under?

This is purely an internship programme and does not provide any type of employment or guarantee for employment in future.

What do I stand to gain from DCIP?

DCIP gives you an opportunity to get sensitized to the real world outside your own comfort zones, empathise with the needy, and work through the legitimate government machinery to improve their lives.

Further if you have any doubts and concerns, we are here to offer as much clarity as we can.

Please contact us:

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