

# JANAAGRAHA CENTRE FOR CITIZENSHIP AND DEMOCRACY (JCCD)

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**Number of Placements:** 2

**Placement Site:** Bangalore, India

**URL:** <http://www.janaagraha.org/>

## **Field/Subject Area:**

Open to all York students who meet the eligibility criteria

**NOTE:** 2 out of the 6 positions are available as per student interest, eligibility and appropriate match with the positions.

## **1. RESEARCH**

### **Position Description:**

The Janaagraha Applied Research Program (J-ARP) is a core unit of Janaagraha's Advocacy, Research, and Capacity Building Cluster (ARC). J-ARP engages in action-oriented research activities that further Janaagraha's advocacy, online platform, and grassroots objectives. Beyond this key support and advisory role, J-ARP also leads the Citizenship Index Initiative (CI) in partnership with Brown University, USA, and is a key stakeholder in the Explaining Electoral Change in Urban and Rural India Network (EECURI). J-ARP also seeks to further connections and applied research initiatives with various urban research stakeholders, to promote awareness of the need for increased and sustained urban research in India, particularly in the areas of governance, citizenship, and urban infrastructure and service provision.

### **Specific tasks will include:**

- Assisting the Research and Insights team with research on existing and potential new projects.
- Assisting with writing and editing of reports and articles.
- Assisting with data cleaning, data coding and data analysis using Microsoft Excel and SPSS.
- Supporting the design of qualitative and quantitative research frameworks.

- Supporting the Research and Insights team during field-based work.
- Providing general logistical/organizational support to the team as required.

**Complete all tasks assigned, which includes but is not limited to the responsibilities outlined above.**

### **Qualifications/skills required:**

- Excellent oral, written and communication/presentation skills in English.
- Undergraduate/Graduate students with an interest and knowledge of research.
- Background in Economics, Public Policy, Political Science, Management and other relevant social sciences.
- Strong analytical and research skills.
- Willingness to work both independently and collaboratively with the team to achieve desired results despite conflicting demands or priorities.
- Working knowledge of Microsoft Word, PowerPoint, Excel and SPSS.

## **2. OPEN WORKS**

### **Position Description:**

Open Works is an Open Data initiative on Civic Works of Municipal Corporations, Budget Briefs are engagement tools on city budgets for citizens and councillors and Ward Quality Score is an objective measure of quality of life in cities and towns at a hyper-local level.

### **Specific tasks will include:**

- Using GIS to geo code the information that we have on BBMP properties and Works.
- Documentation of the process of geocoding
- Standardizing the data that we have on the BBMP works.
- Finding out the data gaps by comparing the standard template and the data available.
- Documenting such gaps found in the data collection

**Complete all tasks assigned, which includes but is not limited to the responsibilities outlined above.**

### **Qualifications/skills required:**

- Good excel skills: required for data analysis
- Good data research skills and writing skills.
- Undergraduate/graduate student pursuing Law, Economics or Political Science

## **3. COMMUNITY OUTREACH**

### **Position Description:**

The outreach programme at Janaagraha entails communicating and maintaining stakeholder relationships (civic authorities and citizens) for awareness of two pioneer programs 'ichangemycity.com' and 'ipaidabribe.com'. IPAB ([ipaidabribe.com](http://ipaidabribe.com)) is Janaagraha's unique initiative to tackle corruption by harnessing the collective energy of citizens. The "I Change My City" website enables to initiate the process of change by providing information to citizens about their wards, corporates, civic bodies, public services and elected representatives.

### **Specific tasks will include:**

- Communicating with citizens on the websites, regarding important updates for the issues they've posted; and ensuring customer delight while doing so.
- Working/Assisting the outreach team with the daily reports sent to civic agencies (BBMP, BWSSB, BESCOM etc.,)
- Working along with the marketing team for offline promotion events.
- Preparing/analyzing Surveys (if any during the internship period) about the reach/ways to improvise the product.

**Complete all tasks assigned, which includes but is not limited to the responsibilities outlined above.**

### **Qualifications/skills required:**

- Strong Communication Skills: Ability to communicate information tactfully and precisely.
- Good excel skills: required for reports/data analysis.
- Logical Approach/Problem solving ability.
- Also, driven by the concept of 'social change' and keen interest to learn more about the field.
- Undergraduate/graduate student pursuing Commerce, Arts, Economics, Mass Communication

## **4. URBAN CAPACITY BUILDING**

### **Position Description:**

Janaagraha's Urban Capacity Building Programme (UCB-P) works toward designing; developing; deploying; facilitating; and, thereby, establishing apt learning events for key stakeholders including champions and change-agents from all walks of life – who can positively influence broad-based and sustainable urban development.

### **Specific tasks will include:**

- Work pending is on data collection on skill development in public sector in India.
- Municipal service rules and recruitment rules of the states, staffing numbers of Municipal corporations across 21 cities.
- Analysis on staffing norms, numbers, international benchmarks and coming out with recommendations for capacity building in municipal corporations.
- Qualitative research and writing.

**Complete all tasks assigned, which includes but is not limited to the responsibilities outlined above.**

### **Qualifications/skills required:**

- Good excel skills: required for reports/data analysis.
- Good data research skills and writing skills.
- Undergraduate/graduate student pursuing Law, economics, political science, other social science, management.

**Expected work hours:** 8 hours a day, 6 days a week

**Preferred start date:** Early-Mid May

### **Language requirements:**

Fluent in English (additional fluency in one or more of: Kannada, Hindi, English, and Urdu preferred)

### **Highlights of Organization/background information:**

Janaagraha is a Bangalore based not-for-profit organization that works with citizens and government to change the quality of life in India's cities and towns.

The term “quality of life” has two separate aspects, distinct and inter-related: the first is “quality of urban infrastructure and services”: the roads, drains, traffic, transport, water supply etc. in our urban areas.

The second aspect of “quality of life” is the “quality of citizenship”: the role that urban residents play by participating in civic issues, deepening democracy and holding our public institutions accountable in delivering various goods and services. This second aspect includes very importantly the aspect of voluntarism.

Founded in 2001 by Ramesh Ramanathan and Swati Ramanathan, Janaagraha started as a movement to include people's participation in public governance and has now evolved into a robust institution for Citizenship and Democracy.