Milaap Open Fellowship Program

Job Description

Since the inception of Milaap Open, we've supported over 5500 projects and initiatives from across India, ranging from anti-trafficking and human rights to sports and medical care for children. We are committed to our goal of serving as many communities as we can with an impeccable focus on accountability, transparency, and engagement. This means that every project on Milaap is verified for authenticity and reviewed before going live. The progress updates are posted by the project owners and our community to keep the donors updated. Now, we want to take it one step further, and **you** can make the process even better and more transparent.

Roles and Responsibilities:

- Meet the individuals/organisations/groups behind the projects to document stories, get pictures and testimonials from them
- Listen to their stories and share your updates with the Milaap Community
- Help Milaap Campaign Managers to smoothen the process of campaign creation
- Work around certain guidelines set in place for various types of projects
- Take ownership of the projects assigned to you in your locality/city and review their progress
- While meeting - understand:
    - Champion
    - Organization/hospital/NGO
    - The cause - how legitimate it is
    - Who is the beneficiary
    - Learn more about the break-up of funds
    - Is the break-up of funds legitimate
    - How have the funds been utilized till now
    - How are the funds to be utilized
- You will aim to keep the donors updated and engaged with the projects they've supported
- Reach out to potential partners and familiarize them with crowdfunding processes
- Explore ways in which the organisations' projects can be setup on the Milaap Open platform
- Write an inspiring/ positive/ innovative/ impactful story from the projects or about the area and its unique culture, ethos, history, people and traditions once a week

Required Skills:

- Impeccable written and oral communication skills in English
- High degree of flexibility and adaptability to new environments
- Have an interest in micro-finance and basic understanding of what we do at Milaap
- Sense of responsibility and ability to work independently
- Minimum 6 months commitment
- Minimum 21 years of age; Candidate must preferably be a graduate or a post graduate
- Proficiency with MS Office Suite and web tools (Gmail, Skype, WordPress, etc.)
- Being fluent in one or more of the following languages is a plus: Hindi, Kannada, Tamil and Marathi