

Operations Development Intern

Are you ready?

Do you want to join an exciting startup with an ambitious social mission? Do you want to contribute to the development of a bold and innovative business model with high responsibility from day one? Do you want to do something revolutionary?

Who is Wedu?

Wedu is a social enterprise that empowers young women to become leaders in Developing Countries. We do so by providing inspiring mentorship, financial options to access quality higher education and the networks necessary to achieve and share their full potential in professional and personal life.

We believe the young women we support to be Rising Stars in their communities. The community we are creating has the power to achieve large-scale social impact. Wedu is:



Social Enterprise Startup of 2012 at Cambridge University

Winner of the Global Social Venture Competition, South East Asia, 2013

Winner of the Global Solutions for Women Award by Women Deliver, 2013

Recently featured on the New York Times: <http://nyti.ms/17H6TZb>

Member of the Clinton Global Initiative 2014

**The
New York
Times**

Your role

The Operations Development Intern will play a key role in the development and ongoing improvement of the Wedu's Rising Star outreach, selection and funding operations, which is our foundation for sustainable and impactful growth in the region. This role offers a unique opportunity to assist in contributing to the development of Wedu's long-term growth and ability to reach our Clinton Global Initiative commitment of 1,000 Rising Stars by 2018, depending on where organizational priorities lie at the moment and what fits best with your skills, experiences and interests. In particular, the role involves:

- Leading research efforts to identify, initiate and form new, innovative partnerships with educational institutions and NGO/NPO partners in the region
- Gathering information and supporting the development of innovative methods for funding higher education in Asia, e.g. co-funding, fee waivers, loans, FISA
- Creating and improving documents, tools and other materials needed in order to effectively conduct outreach, partnership development, selection engagement, etc.
- Assisting on certain development initiatives to improve selection progress, efficiency and quality
- Supporting the development of other initiatives, either in part or in whole, in coordination with the Operations team
- Contributing to the team effort by accomplishing other tasks, as needed

Be the change you want to see

Wedu is a very entrepreneurial organization that is open to new ideas. If you have innovations to propose, make your case and say it out loud, conquer the team and you will have all the support required to implement your ideas. Leadership starts inside.

Do you have what it takes?

Qualifications:

- University degree (or currently working towards completion)
- Excellent speaking and writing skills in English
- Self-starter with strong work ethic, team-working skills and positive attitude
- Strong analytical skills with attention to detail
- Ability to work independently with minimal supervision
- Experience with or exposure to leadership development/scholarship programs, or in organizations with similar goals
- A strong commitment to develop emerging female leaders from across Asia
- Proficiency in MS Word, PowerPoint, Excel

Organizational arrangements

We expect from you a minimum commitment of three months. This is a part-time, unpaid position (15-20 hours per week), ideally based in Bangkok. You must also be authorized to work or stay in Bangkok for the entire duration of the internship. Wedu has flexible working arrangements – you are expected to deliver what is required, and working hours are largely dependent upon your time management and productivity.

Apply Now!

Apply via our website under the [Get Involved – Work With Us](#) section. If you are experiencing problems with the form, please email talent@wedufund.org. Applications are reviewed on a rolling basis.