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| Manav Rachna Educational Institutions  *NAAC ACCREDITED `A++' GRADE UNIVERSITY*  **Academic Session 2024-25** | |
| **Internship Notification Form** | |
| **OVERVIEW** | |
| Name of the Department/ Campus Unit | Nutrition and Dietetics |
| Website / Other source of Information | https://mriirs.edu.in/ |
| Profile Type (Teaching/ Non-Teaching) | Teaching |
| Brief write-up on the Department (50 to 75 words) | Department of Nutrition and Dietetics is having four specializations- Clinical Nutrition, Sport Nutrition, Public Health Nutrition, and food science.  There are various laboratories in department dealing with innovative food product development and food analysis, public health diseases and assessment. Department is also having inhouse OPD for tackling with communicable and non-communicable diseases. Department is also having ongoing 7 startups related to food. |
| **JOB PROFILE** | |
| Designation | Teaching Assistance |
| **Job Description** | **1.Classroom Assistance** as assisting in planning and executing lesson plans under the guidance of lead teachers. Individual Support: Provide one-on-one or small group support to students needing extra help.  **2. Lesson Preparation:** Materials Development: Assist in creating educational materials, such as worksheets, presentations, and handouts.  **3. Instructional Support:** Delivering Lessons: Teach portions of lessons or small group sessions, under supervision.  **4. Assessment and Feedback: h**elp grade assignments and tests, providing initial feedback to students.  **5. Administrative Tasks:** Record Keeping: Maintain student attendance and academic records. Communication: Assist with parent-teacher communication, such as drafting emails or newsletters.  **6. Professional Development:** Participate in training and professional development sessions to enhance teaching skills. |
| **Skills Required** | Good communication skill, orientation towards nutrition, Good computer skill, analytical thinking. |
| Place of Posting | Q Block, Nutrition and Dietetics |
| Duration of Internship (Start and End Date) | 1st August to 30th November |
| **SALARY DETAILS** | |
| Minimum No. Of Hours (As required by the department) | **40 hrs/month** |
| Training Period | **5 hrs** |
| Stipend paid during training | **No** |
| Bond or Service Contact (If yes, give details) | **Yes (in form of joining letter)** |
| **ELIGIBILITY** | |
| Eligible Courses/Branches | **UG/PG** |

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