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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 | MRIIC – Manav Rachna Innovation and Incubation Center, ‘C’ Block, Manav Rachna University Campus |
| Website / Other source of Information | <https://mriic.tech/> |
| Profile Type (Teaching/ Non-Teaching) | Non-teaching |
| Brief write-up on the Department (50 to 75 words) | Manav Rachna Innovation and Incubation Center (MRIIC) is the hub for educating, inspiring, creating and supporting Entrepreneurs in the University.  The MRIIC fosters the growth of innovative startups founded by our university's students, faculty, and alumni. We provide resources, mentorship, and a collaborative environment to help these ventures thrive. |
| **JOB PROFILE** | |
| Designation | Entrepreneurship Development Cell Leader - 01 |
| Job Description | Fostering innovation and entrepreneurial spirit among students and aspiring business owners. **The EDC Leader plays a crucial role in cultivating a vibrant entrepreneurial ecosystem within the institution and empowering aspiring entrepreneurs to turn their ideas into successful businesses.**  Here's a breakdown of the typical responsibilities:  **Promoting Entrepreneurship:**   * **Raising Awareness:**   + Organize workshops, seminars, and lectures by industry experts to educate and inspire potential entrepreneurs.   + Disseminate information through various channels like posters, websites, and campus media. * **Events and Competitions:**   + Organize events like business plan competitions, hackathons, and idea pitching sessions to identify and nurture promising ventures.   **Supporting Aspiring Entrepreneurs:**   * **Mentorship:**   + Provide guidance and mentorship to students with business ideas, helping them refine their concepts and develop viable business plans.   + Connect them with relevant resources and industry professionals. * **Skill Development:**   + Coordinate workshops and training programs to equip aspiring entrepreneurs with the necessary skills like market research, financial planning, and marketing.   **Collaboration and Networking:**   * **Building Partnerships:**   + Collaborate with external organizations, incubator, and investors to provide access to funding, mentorship, and other resources for budding businesses. * **Networking Events:**   + Organize networking events to connect aspiring entrepreneurs with each other, potential investors, and industry professionals.   **Additional Responsibilities:**   * Track and report on the EDC's progress and impact. * Stay updated on current trends in entrepreneurship and innovation. |
| Skills Required | An EDC Leader needs a combination of hard and soft skills to effectively lead and support budding entrepreneurs. Here's a breakdown of the key areas:  **Leadership and Communication:**   * **Motivational Leadership:** Inspire and motivate students and aspiring entrepreneurs to pursue their business ideas. * **Effective Communication:** Clearly communicate complex information about entrepreneurship and business development in a way that is engaging and easy to understand. * **Public Speaking:** Deliver presentations effectively during workshops, events, and competitions.   **Business Acumen and Expertise:**   * **Entrepreneurship Knowledge:** Have an understanding of the entrepreneurial journey, from ideation to business launch and growth. * **Business Development Skills:** Be able to guide entrepreneurs on market research, business plan development, and financial planning. * **Networking Skills:** Build strong connections with industry professionals, investors, and other potential resources for entrepreneurs.   **Organizational and Management Skills:**   * **Project Management:** Plan, organize, and execute various EDC programs and events effectively. * **Resource Management:** Efficiently manage the EDC's budget and resources. * **Time Management:** Prioritize tasks and delegate responsibilities effectively to manage a busy schedule.   **Additional Skills:**   * **Passion for Entrepreneurship:** Genuine enthusiasm for fostering innovation and supporting aspiring entrepreneurs is essential. * **Adaptability and Innovation:** Be able to adapt to changing trends in entrepreneurship and develop innovative programs to best serve the needs of students and entrepreneurs. * **Data Analysis and Reporting:** Track the effectiveness of EDC programs and generate reports to assess their impact. |
| Place of Posting | Incubator (MRIIC) |
| Duration of Internship (Start and End Date) | 6 months Starting: August 2024 to March 2025 |
| **SALARY DETAILS** | |
| Minimum No. Of Hours (As required by the department) | **40 hrs/month** |
| Training Period | **5 hrs** |
| Stipend paid during training | **No**  This is an internship position and does not offer compensation. However, it provides valuable experience and networking opportunities in the startup ecosystem. |
| Bond or Service Contact (If yes, give details) | **Yes (in form of joining letter)** |
| **ELIGIBILITY** | |
| Eligible Courses/Branches | **UG/PG** |

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