

EKALAVYA

Impact Survey Intern Job Description

ABOUT EKALAVYA

Ekalavya is a performing arts Ed-Tech platform delivering pre-recorded online acting and theatre courses. A Drama School Mumbai initiative, with a mission of providing high-quality acting training at a very low cost to the lakhs of Indians. Our courses are perfect for anyone who wants to take the first step towards realising their dream of becoming actors, film stars, theatre-makers and storytellers.

Founded in 2013, Drama School Mumbai is now one of the best theatre schools in India. Ekalavya courses are designed by highly trained Drama School Mumbai faculty. By taking Ekalavya courses, the most talented and motivated Ekalavya students can also get a chance to study at the Drama School Mumbai. Visit our website to learn more.

Till now, we have been working in a bootstrap mode where our focus is on the product & testing the market through limited marketing activities. Now, we would like to consolidate & expand our organisation as it's time to fully scale up the product.

JOB BRIEF

We are looking for a young and dynamic intern to help us find and measure Ekalavya's impact on the lives of our learners. The main aim of this project is to talk to our existing learners and collect some data in terms of facts, testimonials, anecdotes and stories about how Ekalavya courses affected them as individuals and creative people.

This is going to be a limited time 2 Month long project where you will run the whole project independently. You will report directly to the Executive Head and follow the process and systems set by Ekalavya for the whole project. If you love to talk to people and can have organic conversations then this is a job for you. As an art organisation, we promise you a unique, flexible & open work environment. You will get full freedom and the opportunity to flex your existing communication skills and build them further.

ROLE & RESPONSIBILITIES

Here are the following responsibilities expected as part of the job.

1. Come up with an engaging and effective strategy to conduct the required surveys to measure Ekalavya impact. This will happen in collaboration with relevant Ekalavya team members.
2. Conducting interviews and surveys with existing Ekalavya learners.
3. Follow and timely update a predefined system to conduct interviews and make it more robust while we get the impact data.
4. Expected to use audio/video calls, email, WhatsApp, and google/zoom calls to conduct this survey.
5. Having a check on the quality of data by taking constant feedback from Ekalavya Executive Head.
6. Collating and documenting the survey data and reporting back regularly.
7. Analysis of the final collated data and presentation in a well-structured format to close the project.

We would require you to be very agile and flexible in terms of your responsibilities. The key will be to execute and deliver, whatever it takes.

REQUIREMENTS & SKILLS

- No prior experience is required.
- A bachelor's degree. Preferably in arts or dramatics.
- Excellent spoken and written English & Hindi communication skills.
- Comfortable with picking up the phone and talking to anyone.
- Comfortable over online meetings with video on.
- Comfortable working with google workspace in terms of working with google forms, google sheets, generating reports and data analysis.
- Proactive & self-starter.

TIME COMMITMENT

Project Duration:

2 months. Project needs to start by the first week of Aug.

Working Hours:

This is a part time job with at least 20 Hrs a week time commitment.

Days of Work:

All days of the week will be working, especially weekends as per the convenience of the learners.

REMUNERATION

Rs 10,000 – 15,000 per month (minus any applicable taxes). Any expense incurred towards delivering the project will be reimbursed.

APPLY NOW

Please email us at

companymanager@thedramaschoolmumbai.in

with the subject line “Application Ekalavya Impact Survey Intern”

The email should contain the following

- A brief statement of purpose as to why this job interests you
- Your Updated Resume