

Job Title	Open Data Lab Jakarta Interns - Engagement Specialist (1 position)		
Reports to	Innovation & Engagement Manager	Contract	Internship
Location	Jakarta	Duration	3 months
What We Are Looking For			
Role Overview	<p>At the Web Foundation's Open Data Lab Jakarta (Jakarta Lab), we implement and support projects that increase or hasten access, analysis, understanding, interpretation, and dissemination of open data to tackle practical challenges.</p> <p>As an intern with the Jakarta Lab, you will be supporting a new and exciting innovation project aimed at strengthening a growing community of open data activists through targeted trainings, incubation support, as well as building and fostering a diverse and interdisciplinary community of practice.</p> <p>You will be part of a project that seeks to bring together social innovators and tech savvy individuals to explore the potential of open data. While the focus of this project will be in Indonesia, you will also be in touch with partners across Southeast Asia by building relationships with other labs and tech hubs in the region.</p> <p>You will be part of the Jakarta Lab team and report to the Innovation and Engagement Manager. You will work in a multinational environment, you are expected to be a good team player, proactive, eager to learn, and ready to work in a flexible and dynamic environment with varying responsibilities.</p>		
Responsibilities			
Role	Key Activities		
Engagement Specialist Intern	<ul style="list-style-type: none"> • Support the overall planning and organisation of the innovation project • Support the planning, organisation, and implementation of activities, such as pitching events, data dives, and meetups for a growing and dynamic open data community in Jakarta and other cities in Indonesia • Contribute to the identification of opportunities and areas for further engagement, including engagement with new partners • Support the coordination of groups and networks in the broader tech and governance space in Indonesia and the region, and collaborate on joint events and activities • Support the management of a community of open data enthusiasts through online collaboration tools (e.g. portal, mailing list, forum) • Support the development, testing, and adaptation of concepts, methods, and tools to facilitate collaboration among stakeholders from the social and 		



	technology communities in Indonesia <ul style="list-style-type: none">• Contribute to the communications work of the Project through blog posts and other media required by the Manager
Requirements	
Education	The candidates are students in their final year in university and/or recent graduates of any discipline
Requirements	<ul style="list-style-type: none">• Fluent in reading, speaking, and writing in English• Ready to commit to their responsibilities until the end of the internship program• Ability to adapt and be flexible to different kinds of task and roles, and a fast-moving, changing environment• Curiosity and eagerness to learn new things, particularly in the field of data and technology• Passionate in achieving excellence• Proactive, independent, and willing to ask questions as needed• A good team player and able to communicate ideas to others in a clear and organised manner• Understands and willing to follow the Web Foundation's values and principles• Applicants must be living in or willing to relocate to Jakarta for the duration of the internship
What We Offer	
Experience	<ul style="list-style-type: none">• Opportunities to apply and grow your knowledge and skills in the exciting and growing field of open data• Opportunities to contribute to social impact in Indonesia through open data• Opportunities to interact and build a network with different kinds of stakeholders including government officials, international donors, CSO activists, tech savvy individuals, developers, and policy makers• A formal certificate of completion will be provided at the end of the internship period
Working Environment	<ul style="list-style-type: none">• English-speaking, multinational, and multidisciplinary team• Flexible working environment• Centrally located and easy to access office, near the Sudirman train station and Tosari Busway station
Application Procedure	
Please send your application and CV (max 2 pages) to info@jakarta.labs.webfoundation.org We'll be in touch shortly after if we like what we see. Good luck!	