

## International Internship Opportunity

By

### RECALIBRATE

#### Role and Responsibilities:

Have conversations with junior to middle managers in large Indian and multi-national organizations leveraging corporate executive coaching frameworks and quality questions created & used by top **Ivy League Columbia Executive Coaches**.

**Internship type:** Work from Home

#### Selection Process:

Selection on the basis 3-minute (max) video by introducing yourself and answering following questions:

1. What background you have?
2. What excites you in life?
3. What do you want to do in future?
4. What excites you about working with people and changing lives?

The further process shall be informed to the shortlisted candidates.

**Internship Period:** 2-3 months (starting 1<sup>st</sup> May, 2020)

**Last date to register:** 22<sup>nd</sup> April, 2020 (by 11:59 PM).

#### Incentives:

1. Experience Certificate and
2. Recommendation by Columbia coaches.

**Link to apply:** Upload your 3 minute (max) video on YouTube (private link) and send us your link and details at [shorturl.at/fzGKV](https://shorturl.at/fzGKV)

If you are:

- Excited about making a difference in people's lives.
- You love to make new relationships and bonds with people.
- Have strong communication skills; strong comprehension and vocabulary
- Preferred but not mandatory: Have basic awareness of business and job environment (e.g. employee, manager, promotion, compensation)

Then, this once in a lifetime opportunity is made for you. Register now!

In case of any queries, contact:

Mr. Sahil Ramchandani (Teacher Coordinator): +91-88600-64263 Ms. Aishwarya Rajput (Student Coordinator): +91- 95544-18438.



MAKE AN IMPACT

**INTERNSHIP  
OPPORTUNITY  
FOR  
THE MOST  
EXCITING  
PROJECT YOU  
HAVE EVER SEEN**

**SIGNIFICANT  
PERSONAL GROWTH &  
LEARNING  
OPPORTUNITY TO  
WORK WITH  
IVY LEAGUE COLUMBIA  
UNIV. EXECUTIVE  
COACHES**

# THE MOST EXCITING INTERNSHIP PROJECT YOU HAVE EVER SEEN

**Who would you be :** "Action Catalyst"

**What are you going to do:** Have conversations (remotely on google hangouts) with junior to middle managers in large Indian and multi-national organizations leveraging corporate executive coaching frameworks and quality questions created & used by top ivy league Columbia executive coaches. Our coaches have more than 12000 hrs of executive coaching experience in the corporate. You will be trained to use these frameworks & will be doing these conversations under our coaches supervision.

**How long is this internship for :** 3 months (starting May 1st 2020)  
Full time or Flexi time (You will give us slots (during the office timings) you have on daily basis and we will make your schedule around it). Experience certificate and recommendation by Columbia coaches will be given at the end of internship.

**Where will I do this from:** You can do this from your home, cafe and library as long as you have good internet connection.

**IF YOU HAVE A DESIRE TO BE A CATALYST & SOUNDING BOARD FOR PEOPLE TO MOVE FROM STUCK TO UNSTUCK AND IN-ACTION TO ACTION, & LEARNING THE SKILL OF ASKING QUALITY REFLECTIVE QUESTIONING, THEN THIS IS FOR YOU !!**

**How do I apply:** No we don't want your resume !!

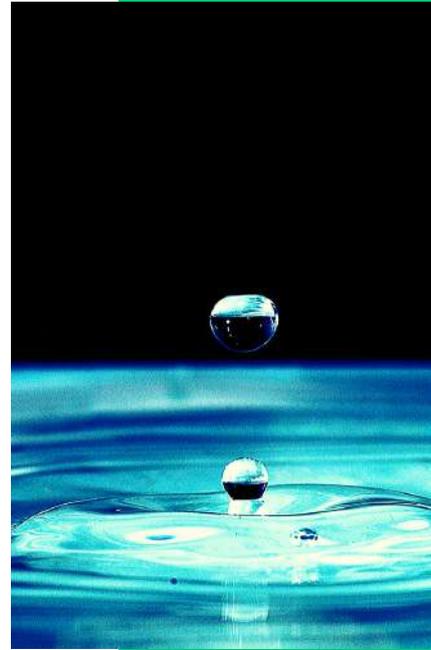
Instead we want you to record a maximum 3-minute video by introducing yourself and answering following questions :

- What background you have?
- What excites you in life ?
- What do you want to do in future ?
- What excites you about working with people and changing lives?

**Upload your 3-min (maximum) video on youtube(private link) and send us the link at [puja@recalibrate.world](mailto:puja@recalibrate.world) along with your contact details. We will call you for an interview(on skype/zoom) post we see your video.**

## OUR IDEAL INTERN CANDIDATE

- **Excited** about making a difference in people's lives
- **Loves** to make new relationships and bonds with people
- **Has** strong communication skills; strong comprehension and vocabulary
- **Background** : English, Psychology honours would be ideal (2nd or 3rd year)
- **Preferred but not mandatory** : Basic awareness of business and job environment (e.g. employee, manager, promotion, compensation)



Janhavi Kapoor, 16<sup>th</sup> August 2020

Dear Janhavi,

We are delighted to extend your Internship Employment with Recalibrate and take you on as a Permanent Intern till May 2021. We value your contributions and hence extending this internship. Thank you Janhavi for bring diligent, hardworking, open to learning and proactive.

On behalf of Recalibrate, I am excited to extend an offer to you for a permanent student internship position as an **“Research, Content and Marketing Action catalyst”**. This position is scheduled to begin on 16<sup>th</sup> August 2020 till 16<sup>th</sup> May 2021 and will be a 9-month paid internship opportunity. In this role, you will report directly to Puja Mehra. Your stipend per month will be INR 4000. This internship has a potential of converting to a permanent employment post May 2021 basis your performance for 9 months.

Time commitment : We are happy to work with you on following arrangement 5 PM IST - 8 PM IST every day + off/on pieces which are assigned to you during the day by Recalibrate team over chat/phone.

During your employment with Recalibrate, you may have access to our IP, confidential or proprietary business information belonging to Recalibrate. By accepting this offer, you acknowledge that this information must remain confidential and agree to refrain from using it for your own purposes or disclosing it to anyone outside of Recalibrate. In addition, you agree that upon completion of your internship, you will promptly return any company-issued property and equipment along with information and documents belonging to the company. By accepting this offer, you acknowledge that you understand participation in this program is not an offer of employment, and successful completion of the program does not entitle you to an employment offer from Recalibrate.

Please review this letter in full, and sign and return it to confirm your acceptance of the position by 21<sup>st</sup> Aug. We look forward to having you begin your career at Recalibrate and wish you a successful internship.

Welcome to team Recalibrate and associated brands ☺

Sincerely,



Puja Mehra

Managing Director & Co-founder Recalibrate | Co-founder, Boma India | Director SherlockSuperCoach

<https://recalibrate.world> | <https://in.boma.global>

Learning Partners: Columbia Business School, NYC, Kobus Neethling Institute, South Africa



Janhavi Kapoor, 15<sup>th</sup> May

Dear Janhavi,

Thank you for your interest in working for our organization. On behalf of Recalibrate, I am excited to extend an offer to you for an internship position as an “Action catalyst”. This position is scheduled to begin on 18<sup>th</sup> May 2020 and will be a 3-month paid internship opportunity. In this role, you will report directly to me.

During your temporary employment with Recalibrate, you may have access to our IP, confidential or proprietary business information belonging to Recalibrate. By accepting this offer, you acknowledge that this information must remain confidential and agree to refrain from using it for your own purposes or disclosing it to anyone outside of Recalibrate. In addition, you agree that upon completion of your internship, you will promptly return any company-issued property and equipment along with information and documents belonging to the company. By accepting this offer, you acknowledge that you understand participation in this program is not an offer of employment, and successful completion of the program does not entitle you to an employment offer from Recalibrate.

Please review this letter in full, and sign and return it to confirm your acceptance of the position by 17<sup>th</sup> May. We look forward to having you begin your career at Recalibrate and wish you a successful internship. Welcome to team Recalibrate and Boma India 😊

Sincerely,

Puja Puja

**Managing Director & Co-founder Recalibrate | Co-founder, Boma India**  
+91 9810097316

**Recalibrate Private Limited & Boma India (Country Partner, Boma Global, NYC, US)**  
*Transformative learning experiences : Coaching, Leadership, Innovation & Whole Brain Thinking*

WeWork, 5th Floor, DLF Two Horizon Centre, DLF Phase 5, Gurugram, Haryana 122002

**Recalibrate website :** [www.recalibrate.world](http://www.recalibrate.world)

**Boma India website :** coming soon

**Learning Partners: Columbia Business School, NYC, Kobus Neethling Institute, South Africa**



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[www.recalibrate.world](http://www.recalibrate.world)