



INDIAN NATIONAL BAR ASSOCIATION

Head Office: 8/11, Jungpura Extension, New Delhi-110014 [INDIA]
Phone No. +91-11-49036141; E:mail:contact@indianbarassociation.org

CALL FOR APPLICATION

SOCIAL MEDIA COMMITTEE, **SECTION FOR LAW STUDENTS,** **INBA**

I. ABOUT INBA SECTION FOR LAW STUDENTS-

INBA is keenly focused on taking the Indian legal industry and its members to newer heights. Representing the entire Legal ecosystem in India, INBA is dedicated to expand its member's professional network and industry insight.

The Section for Law Students draws on its rich cultural diversity to offer students a distinctive membership experience, which bridges the gap between disparate legal jurisdictions. Section for Law Students is governed by an Executive Committee, which comprises a team of dedicated law students, whose unflagging efforts in organizing projects enrich the career of law students in India. The Executive Committee is assisted by Campus Ambassadors, other INBA Sections and INBA core team, whose indefatigable efforts and unwavering support has ensured that Section for Law Students has grown by leaps and bounds since its inception.

II. OBJECTIVES-

- To promote the public good in relation to legal matters viewed in the broadest context
- To maintain standards of professional conduct and participate in the discipline of members when required
- To arrange and promote continuing legal education
- To promote, conduct & cooperate in the promotion or conduct of activities of a professional, educational, cultural, and social nature amongst the law students
- To increase the interactive prospects of its members with the pioneers of the legal field and practice

III. ABOUT SOCIAL MEDIA COMMITTEE-

The Social Media Committee helps INBA in reaching its goals. The Social Media Committee collectively has the following responsibilities;



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1. Promotes and supports INBA in the use of social media on social media.
2. To review, assess and endorse social media projects submitted to the committee.
3. Creating and managing social media guidelines for the INBA.
4. Developing and maintaining a list of active social media projects pertaining to INBA.
5. Connecting and communicating to people in order to develop interpersonal skills and better professional networking.

IV. ROLES AND RESPONSIBILITIES:

Indian Law Students pursuing LL.B Course (3Years & 5Years) fulfilling our eligibility criteria can apply to become an Editor.

The responsibilities of a member in Social Media Committee include:

1. Actively participating in forming and carrying out the social media strategy of the organization.
2. Attending meetings, bringing ideas and creative energy to the group and implementing strategies as assigned.
3. Should have good inter-personal and communication skills to connect with general people and superiors' altogether.
4. Engage with the organization on social media platforms.
5. Promote the social media accounts of the organization.
6. Inviting others to become involved.
7. After promotion understanding the reach and impact and getting with new strategies.
8. Perform tasks assigned by the supervisor.

V. EXPECTATIONS FROM AN IDEAL CANDIDATE-

- Devoting 8-10 hours a week to INBA Student Section
- Excellent inter-personal and communication skills
- Out-of-box and creative thinking
- Good Knowledge of MS Office
- Honesty and reliability
- Strict adherence to timeline

VI. ELIGIBILITY-

- Student pursuing three year or five year law course from a recognized institution.
- Prior experience in organizing/managing/directing/volunteering educational, technical or cultural event



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VII. APPLICATION PROCEDURE-

Send an email with your CV and cover letter at jayantbhardwaj10@gmail.com with the subject line: “Application for Social Media Committee” and cc: ridhzsh.511@gmail.com

It should be accompanied by a write up of about 250 words on “Ways of Social Media Marketing and promotion.”

Last Day for application: 10th July, 2017

VIII. SELECTION PROCEDURE-

Shortlisted candidates have to go through interviews:

- Telephonic Interview
- Video Conference Interview (if necessary)

IX. INCENTIVES-

- Personal and soft-skill development
- Discount on INBA Academy courses
- Discount on paid conferences organized by INBA
- Opportunity to participate in networking events
- Around the globe exposure in the field of law
- Scholarship opportunities
- Certificate of Merit and Letter of Recommendation after successful completion

Note: *All the positions are unpaid and voluntary in nature.* For further clarifications, please free to contact the undersigned:

Jayant Bhardwaj- Chair, Section for Law Students, INBA

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Palak Arora, Chair, Social Media Committee, Section for Law Students, INBA

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