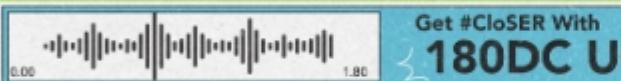


180DC UGM

FUNCTIONAL ANALYST



Get #CloSER With
180DC UGM



Recruitment Booklet – 25/26



Welcoming Remarks

"Welcome, everyone, to 180DC UGM's Open Recruitment!

It's especially meaningful for me to be here today because I once walked in your shoes wondering what I should be doing during my time at UGM. In August 2023, I applied to join 180DC UGM as an analyst, but I didn't make it past.

Deciding to try again in the next cycle remains the best decision I've made in college. Over the past two years, I've learned so much at 180DC, both technical analysis and invaluable soft skills, and I still believe that 180DC is the best place to grow and bridge the gap between students and the professional world.

So take a deep breath, embrace the process, and let your passion for impact shine through. We're thrilled to announce this Open Recruitment, and we can't wait to see how you'll contribute to the next chapter of 180DC UGM. Good luck!



Cornelio Anggita Maheswara S.
President



ABOUT

us

180 DC UGM

180 Degrees Consulting meets the needs of non-profits by providing very affordable, high-quality strategic and operational advice by utilizing the untapped potential of top university talent.

180 Degrees Consulting is the world's largest volunteer-led consultancy for non-profits and social enterprises. With over 150 branches across 35+ countries and over 10.000 consultants.

mission

- Improve education, reduce homelessness, and alleviate poverty by helping non-profits receive the support and expertise they need to improve and expand their services.

Provide non-profits with advice, future leaders with training and development, and vulnerable communities with more effective charity.

- 180DC UGM is committed to giving back to society and delivering excellent standards in everything we do, as illustrated by our university motto to be "Locally Rooted, Globally Respected". Yogyakarta has a robust social entrepreneurial ecosystem. Consists of Non-Profit Organizations, Non-Governmental Organizations, and SMEs.

Some of them sometimes face serious problems that threaten their existence and many of them need help to develop their organizations. We are there to help them by providing pro-bono consulting services by a qualified and trained student. We do what we do because we believe in effective charity, and because we believe in developing the next generation of social impact leaders.

1

W

H

Y

8

D

C

O

U

G

M

?





Why 180DC UGM?

We are a lean operation for an organization that has provided over \$100 million in consulting services. We are run by a team of exceptionally skilled volunteers. We provide unparalleled opportunities for you to make a significant difference, exercise real leadership, gain work experience, and get professional training.

10+
Project
Mentors

30+
Clients



Student Impact

Student volunteers are the main drivers of our organization. Recruiting the best talents and cultivating them to be qualified consultants have been our main concern in this year's operation. We have been dedicating our efforts in developing our consultants' skills as well as building engagement and relationships with external parties and the student community.

20+ Internal Mentoring

1X Consulting Summit

20+ External Events

1X National Summit

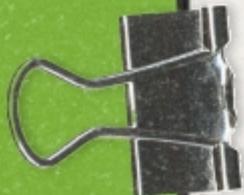
Engaged
with

1820+ Students

40+ Mentors

Benefits

- Become a member of an international organization
- Contribute to services with social impacts
- Improve research and data analysis skills
- Connect with future leaders of social enterprises
- Gain experience in professional environment
- Deliver solution to real time problems



TIMELINE

14 August



2 Phase 1 Announcement

CV Screening Announcement

07-10 August

1 Open Recruitment

Register [HERE!](#)

1



15-18 August

3 Fit Interview

One-on-one interview with the respective leaders



21 August



4 Final Announcement

Final results of the selected candidates will be sent through email

4

03 September

5 Onboarding

Welcoming event for the new members



1000

Requirements & Description



#plsfix

General Requirements

(01)

Enrolled in UGM as an active student from batches 2022 - 2025

(02)

Highly interested in the consulting industry, non-profit organizations, and social entrepreneurship.

(03)

A professional manner and sound work ethic.

(04)

Proven excellence in communication, organizational and teamwork skills.

(05)

Ability to critically evaluate problems to propose structured solutions.

(06)

Time to dedicate towards 180 Degrees Consulting UGM.

Human Resources

Analysts Requirements

- Purpose driven and highly committed to 180DC UGM and the HR analyst role
- Possess a proactive approach, adept at responding quickly, and display a keen ability to learn and pay attention to details
- Must be fluent in both English and Bahasa Indonesia
- Show a strong interest in the field of Human Resources
- Capable of working effectively under pressure while maintaining a well-organized approach

[+] Proficient in G-Office, Powerpoint, Spreadsheet, and other technical applications

[+] Previous experience in Human Resources

Job descriptions

Talent

- Recruitment: Responsible for developing and implementing effective recruitment strategies to attract and select qualified candidates, ensuring the organization has a talented workforce.
- Mentoring Program: Design and manage mentoring programs, facilitating the transfer of knowledge from experienced mentors to emerging talents to foster professional growth and knowledge sharing within the organization.
- Performance Appraisals and Behavioral Analysis: Conduct performance appraisals and behavioral analysis, providing insights and recommendations to improve members performance, behavior, and overall effectiveness in the workplace.
- Internal Engagement Programs: Responsible for designing and implementing internal engagement programs, fostering a positive work environment, and enhancing employee morale, motivation, and satisfaction.

Organization

- Onboarding & Offboarding: Oversee the onboarding process for new members, ensuring a smooth integration into the organization, and manage the offboarding process for departing employees.
- Key Performance Indicators Monitoring: Monitor and ensure the achievement of each division's Key Performance Indicators, providing support and guidance to optimize performance and drive continuous improvement.
- Members Database: Maintain and update the members database, ensuring accurate and up-to-date information on employees, including their contact details, roles, responsibilities, and performance data.
- Organizational Monitoring & Health check: Monitor and assess the organization's overall health, analyzing metrics, members engagement levels, and conducting regular evaluations to identify areas of improvement and recommend strategies for enhancing the organization's performance and well-being.



Strategy & Growth

Analysts Requirements

- Must be fluent in both English and Bahasa Indonesia
- Agile, creative, and detail-oriented in conceptualizing and executing events
- Strong project planning, communication, and analytical skills
- Ability to build and maintain relationships
- Possess the ability to work collaboratively with a diverse team and shows a high level of commitment /dedication to 180DC UGM
- Having a background in event and project management is advantageous
- Proficient in G-Office, Powerpoint, Spreadsheet, and other technical applications

[+] Possess valuable connections with consulting or prominent companies in Indonesia, potentially contributing to the accelerated growth of 180DC UGM's portfolio

[+] Past experience in joining business case competitions

Job descriptions

Analyst

- Handle events (internal and external) to build the presence of 180DC UGM through social media and other platforms
- Approaching potential partners to develop 180DC UGM human resources and grow the organization as a whole
- Conduct thorough market research to identify trends, opportunities, and potential challenges
- Work closely with cross-functional teams (HR, Marketing, Finance & Legal) to gather insights, data, and feedback.
- Regularly analyze and report on the performance of ongoing projects
- Evaluate the financial viability of proposed projects and initiatives.

Partnership Manager

- Responsible for approaching potential partners to grow 180DC UGM
- Identify and research potential partnership opportunities that align with the organization's goals and objectives
- Contact potential partners to establish connections
- Cultivate and maintain relationships with existing and potential partners, ensuring positive and long-lasting collaboration.
- Negotiate partnership terms and agreements to ensure the successful execution of partnership initiatives.
- Provide regular reports on partnership activities, performance, and outcomes. The manager will work closely with the Finance and Legal Division.



Client Engagement

Analysts Requirements

- Demonstrate commitment to each activity, particularly client meetings, ensuring full engagement and dedication.
 - Exhibit the ability to thrive under pressure and consistently achieve targets.
 - Must be fluent in both English and Bahasa Indonesia.
 - Possess a strong business acumen and diplomacy skills, enabling effective communications and relationship building with clients.
 - Display responsiveness, proactiveness and attention to detail.
- [+] Proficient in using G-Office, Powerpoint, Spreadsheet, and other technical applications.
- [+] Experienced in dealing with external parties.
- [+] Possess valuable connections with potential Non-Profit Organizations (NPOs), Non-Governmental Organizations (NGOs), and Micro, Small, and Medium Enterprises (MSMEs), which could be converted into valuable client opportunities for 180DC UGM.

Job descriptions

- Listing potential clients from targeted industries that revolve around NPOs, NGOs, MSMEs, and other institutions deemed relevant.
- Approaching, pitching, and persuading potential clients through effective and efficient methods.
- Analyzing industry trends to target relevant clients.
- Conducting project scoping to understand client interest and problems.
- Actively collaborating with Project Leaders and Project Analysts to supervise projects' timeline.
- Creating engaging relationships with the client, escorted by the help of Director of Consulting and Director of Client Engagement.
- Conducting evaluation of the projects that are taken with the clients.
- Gathering client feedback to suggest improvements to our services.



Marketing

General Requirements

- Fluent in English and Bahasa Indonesia
- Possess a background in relevant marketing experience, this includes:
 - Content (supported by portfolio)
 - Graphic Design (supported by portfolio)
 - Videography (supported by portfolio)
 - Partnership
- Familiarity with basic functions on Google Workspace and one of any preferred design tools as such: Figma, Canva, Adobe Photoshop, Adobe Illustrator, Adobe Premiere, Adobe After Effect, CapCut
- Desire to grow and learn new tools and frameworks
- Have strong communication and a sense of responsibility
- Ability to meet deadlines and handle multiple tasks simultaneously.

Job descriptions: Content

Content

- Craft compelling and engaging copy for all marketing materials, including website and social media
- Conduct research and write content for social media posts, newsletters, and other marketing initiatives.
- Work collaboratively with the Graphic Designer to ensure seamless integration of copy and visuals.
- Live report offline events from other divisions.
- Upload design product and other content to our social media platforms, and make interactive instagram story to boost our posts

Graphic Designer

- Design eye-catching visuals for all marketing materials, including social media graphics, infographics, and data visualization
- Develop and maintain our brand identity across all platforms.
- Create high-quality visuals that support the copywriter's message and overall marketing goals.
- Stay up-to-date on design trends and best practices.

Partnership

- Identify and develop strategic partnerships with other student organizations, institutions, and community groups.
- Secure collaborations that benefit both parties.
- Manage partnership relationships to ensure mutually beneficial outcomes.

Videographer

- Create engaging video content for social media, website, and other marketing purposes.
- Script, film, and edit high-quality videos that capture our organization's mission and impact.
- Work with the Copywriter and Graphic Designer to ensure video content aligns with overall branding.
- Stay current on video editing techniques and best practices.





Analysts Requirements

- Fluent in English and Bahasa Indonesia
- Possess a background or relevant experience in IT
- Familiarity with the basic functions of GitHub
- Write readable and clean code
- Desire to grow and learn new tools and frameworks.
- Basic knowledge of HTML, CSS, and JavaScript
- Basic understanding of Figma usage
- FE
 - [+] Experience with React framework in Next.js and Tailwind CSS
 - [+] Able to implement Strapi
 - [+] Experience with Supabase
- BE
 - [+] : Experience with Supabase
 - [+] Knowing SQL editor
- UX/UI
 - [+] Knowing how to research UX
 - [+] Having a different unique niche style

Job descriptions

Frontend Developer

- Implement and code the UI/UX designs created in Figma.
- Build responsive web applications using Next.js and Tailwind CSS
- Connect frontend components with backend apis built with Supabase

Backend Developer

- Design, implement, and manage databases using Supabase
- Integrating database from frontend to backend developer
- Have familiarity with Supabase would be a plus point

UI/UX Designer

- Design intuitive and visually appealing user interfaces using Figma.
- Develop interactive prototypes and wireframes to communicate design ideas effectively.
- Work closely with front-end and back-end developers to ensure designs are feasible and implemented correctly.



Finance

Analysts Requirements

- Must be fluent in English and Bahasa Indonesia.
- Possession of an accounting background is advantageous.
- Meticulous, detail-oriented individual with strong analytical skills.
- Strong organizational and time management skills.
- Ability to meet deadlines and handle multiple tasks simultaneously.

Job descriptions

Accounting Database

- Administrative managing database for Finance related fields:
 - a. Receipt
 - b. Expenditure
 - c. Reporting

Sponsorship

- Generating a list of all potential sponsors
 - a. Organic
 - b. Inorganic
 - c. Telemarketing
 - d. Approaching sponsors with effective progress monitoring (Ensure coordination with Strategy and Growth division)
 - e. Manage cafe membership card

Fundraising

- Coming up with fundraising ideas
 - a. Budget friendly
 - b. Viable
 - c. Sustainable
 - d. Organizing online campaigns or events (Ensure communications with related division)
 - e. Handling matters related with final execution (Product distribution & Event management)



Legal

Analysts Requirements

- Currently majoring in Law
- Must be fluent in English and Bahasa Indonesia
- Meticulous, detail-oriented individual with strong analytical skills.
- Ability to meet deadlines and handle multiple tasks simultaneously
- Previous experience in contract drafting and negotiating is beneficial

Job descriptions

- Drafting contracts for consulting project, partnership, and sponsorship
- Handling all legal matters related to the Legal Documents, including but not limited to contract and letters
- Communicate and consult with the contract drafting advisor and Legal Global Team
- Conducting a legal risk assessment and analysis
- Communicating and being representatives related to the legal status of 180 Degree Consulting UGM
- Ensuring the compliance of the organizational operations with legal obligations
- Providing legal advice and guidance to the management of 180 Degrees Consulting UGM



Knowledge Team

Analysts Requirements

- Fluent in English & Bahasa Indonesia
- Familiar with using Google Sheets & Google Docs
- Familiar with research papers such as journals & industry reports
- Critical thinking, adaptability and writing skill is needed
- Have the ability communicate well to both colleague and external stakeholders
- Has good time management skill and is able to finish project with both short and gradual deadline
- Fluency in data processing and data displaying

[+] Previous experience in academic research

Job descriptions

Grand Publishing

- Responsible for conducting in-depth research on certain industries and authoring an industry report in collaborations with related reputable firms.
- Responsible for authoring an official book and framework bank release with informative topics related to consulting and businesses.

Article Writing

- Responsible for creating informative and intellectual articles to be posted in 180DC UGM's social media and website.

Research Taskforce

- Have the opportunity to take part in a research task force from clients and collaborators that are facing real business challenges and strategic opportunities





How To Apply

1. Access our website
2. Open and fill the form according to your desired roles.
3. Attach the necessary documents required (within the form)
4. Submit the form and wait for further announcement.



Do read our guidebook **BEFORE** applying for the role!

<https://www.180dcugm.com/oprec>

Applications for analyst roles are currently open until **August, 10th 2025**. Please finish your application before the date at **11.59 PM** (23.59 GMT+7)

If you have questions, please don't hesitate to contact our CP through WhatsApp! (**Faz: +62 813-8001-0227 / Doni: +62 822-1100-0333**)

Join With Us to Scale Our Impact

180 Degrees Consulting - Universitas Gadjah Mada

Contact us:



ugm@180dc.org

Follow us on:



[180 Degrees Consulting - Universitas Gadjah Mada](#)



180 Degrees Consulting - Universitas Gadjah Mada



[@180dcugm](#)