



Deutscher Akademischer Austauschdienst  
German Academic Exchange Service



# Carlo-Schmid-Programm

für Praktika in Internationalen Organisationen und EU-Institutionen

## Praktikumsangebote

Programmlinie B

## Ausschreibung 2024/2025

Full name of the host organisation	Ref. No	Country	City	Department / section	Keyword	Start of the internship	End of the internship	BA student	BA graduate or equivalent	MA student	MA graduate or equivalent
United Nations Complex Risk Analytics Fund	CRAF'd	United States	New York City	CRAF'd Secretariat, Program Section	Data, Analytics, AI, Crisis Action, Early Warning, Early Action, Anticipatory Action	02.09.2024	28.02.2025		x		
European Bank for Reconstruction and Development	EBRD1	United Kingdom	London	SIG/SI3P/Green Cities Team	Sustainable infrastructure, green cities, environment	01.09.2024	28.02.2025		x		
European Bank for Reconstruction and Development	EBRD2	United Kingdom	London	Climate Strategy and Delivery	Green policy and investments	01.09.2024	28.02.2025				x
European Bank for Reconstruction and Development	EBRD3	United Kingdom	London	Office of Chief Compliance Officer	Investigations, Compliance	01.09.2024	28.02.2025		x		
European Bank for Reconstruction and Development	EBRD4	United Kingdom	London	Office of the Chief Economist	Economics, research, macroeconomics, impact evaluation, development economics, economic policy	01.09.2024	28.02.2025				x
European Commission, Directorate-General for Employment, Social Affairs and Inclusion	EC-EMPL	Belgium	Brussels	Unit EMPL/F3 "Fair Green and Digital Transitions, Research"	Just transition, European Pillar of Social Rights, policy analysis, research	01.09.2024	28.02.2025		x		
European Center For Medium-Range Weather Forecast	ECMWF1	Italy	Bologna	Application Delivery Services Section, Computing Department	Computing; cloud computing; supercomputing; computer engineering; climate change; weather forecast	01.09.2024	28.02.2025				x
European Center For Medium-Range Weather Forecast	ECMWF2	United Kingdom	Reading	Procurement Section	Procurement; Administrative services; client services; software	01.09.2024	28.02.2025				x
Delegation of the European Union to the UN and other international organisations in Geneva	EUDEL	Switzerland	Geneva	Head of Delegation section/Communication and Policy Coordination	Communications and policy coordination	15.09.2024	14.03.2025		x		
Food and Agriculture Organisation of the United Nations	FAO1	Italy	Rome	Forestry Division	Forestry	15.09.2024	14.03.2025		x		
Food and Agriculture Organisation of the United Nations	FAO2	Italy	Rome	Inclusive Rural Transformation and Gender Equality Division / Decent Rural Employment Team/Migration Unit	Climate change and migration / climate mobility	01.09.2024	28.02.2025		x		
Food and Agriculture Organisation of the United Nations	FAO3	Italy	Rome	OCB - GCF Team	Climate Change, Green Climate Fund, Climate Finance, Knowledge sharing	01.09.2024	28.02.2025				x
Food and Agriculture Organisation of the United Nations	FAO4	Hungary	Budapest	Regional Office for Europe and Central Asia	Climate Change	15.09.2024	14.03.2025				x
Food and Agriculture Organisation of the United Nations	FAO5	Thailand	Bangkok	Agriculture and Food Systems	Agrifood systems, food safety and nutrition	01.09.2024	28.02.2025		x		

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Food and Agriculture Organisation of the United Nations	FAO6	Ecuador	Quito	Food and nutritional security projects	Graphic Design Internship	01.09.2024	31.03.2025		x		
Food and Agriculture Organisation of the United Nations	FAO7	Dominican Republic	Santo Domingo	Programme	Gender, inclusion, rural women, rural development, food security	01.09.2024	31.03.2025		x		
Food and Agriculture Organisation of the United Nations	FAO8	Chile	Santiago	Regional Initiative 3-Sustainable and Resilient Agriculture	Biodiversity	01.09.2024	31.03.2025				x
Geneva Centre for Security Policy	GCSP	Switzerland	Geneva	International Gender Champions Secretariat	Gender equality, leadership, sustainable development	02.09.2024	28.02.2025		x		
International Criminal Court	ICC	Netherlands	The Hague	Chambers	International criminal law	02.09.2024	28.02.2025			x	
International Centre for Migration Policy Development	ICMPD1	Austria	Vienna	Policy Unit (Policy, Research & Strategy Directorate)	Migration policy	01.09.2024	28.02.2025		x		
International Centre for Migration Policy Development	ICMPD2	Belgium	Brussels	Policy and Liaison Unit, Brussels Mission	EU Migration and Asylum Policy	01.09.2024	28.02.2025		x		
International Finance Corporation	IFC1	Mexico	Mexico City	MAS LAC Upstream	Develop investment opportunities for sustainable development	02.09.2024	28.02.2025		x		
International Finance Corporation	IFC2	United States	Washington, D.C.	Waste & Circularity, Urban Infrastructure	Sustainable waste management and circular economy	01.09.2024	28.02.2025				x
International Finance Corporation	IFC3	United States	Washington, D.C.	Impact Management and Reporting Unit, Development Impact Measurement Department	Economics; development impact; results measurement; data; climate change; sustainable finance; ESG	01.10.2024	31.03.2025			x	
International Institute for Sustainable Development	IISD1	Switzerland	Geneva	Energy program	Energy transition; fossil fuel public finance tracking; RE public finance tracking	01.09.2024	28.02.2025			x	
International Institute for Sustainable Development	IISD2	Switzerland	Geneva	Economic Law and Policy - Infrastructure & Finance program	Sustainable development, sustainable finance, nature-based solutions, sustainable infrastructure	01.09.2024	28.02.2025			x	
International Maritime Organisation- World Maritime University	IMO-WMU	Sweden	Malmö	Sasakawa Global Ocean Institute	Plastic pollution, plastic treaty negotiations, ocean governance, law of the sea, sustainability	01.09.2024	28.02.2025		x		
International Institute for Democracy and Electoral Assistance	International IDEA1	Belgium	Brussels	EU Liaison	International IDEA EU Liaison	01.09.2024	28.02.2025		x		

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International Institute for Democracy and Electoral Assistance	International IDEA2	Sweden	Stockholm	Climate Change and Democracy, Global Programmes	Climate Change and Democracy	01.09.2024	28.02.2025		x		
International Institute for Democracy and Electoral Assistance	International IDEA3	Tunisia	Tunis	Tunisia Programme	Constitution Building, Elections, Political Participation	01.09.2024	31.03.2025		x		
Interpeace, International Organization for Peacebuilding	Interpeace	Ivory Coast	Abidjan	Peace Responsiveness Section, Programme Management Unit	Peacebuilding	01.09.2024	31.03.2025		x		
International Organization for Migration	IOM1	Austria	Vienna	Labour Mobility and Social Inclusion	Labour mobility, social inclusion	01.09.2024	28.02.2025				x
International Organization for Migration	IOM2	Switzerland	Geneva	Department of Programme Support and Migration Management, Protection Division, Return and Reintegration Unit	Protection, Return and Reintegration	01.09.2024	28.02.2025				x
International Organization for Migration	IOM3	Burundi	Bujumbura	Migration, Environment and Climate Change	Migration, Climate Change, Resilience, HDPN	01.09.2024	31.03.2025			x	
International Organization for Migration	IOM4	Djibouti	Djibouti	Protection Department	Migrant protection	01.09.2024	31.03.2025		x		
International Organization for Migration	IOM5	Egypt	Cairo	Migration health Division (MHD)	Health programme in the context of migration and human mobility	01.01.2025	30.06.2025			x	
International Organization for Migration	IOM6	Kenya	Nairobi	Regional Migration Response Plan Coordination Unit	Humanitarian and development support to migrants and host communities across the eastern route	01.09.2024	31.03.2025				x
International Trade Centre	ITC1	Switzerland	Geneva	Division of Sustainable and Inclusive Trade	Sustainable fashion	01.09.2024	28.02.2025			x	
International Trade Centre	ITC2	Switzerland	Geneva	Division of Programme Support / Information Technology & Systems	Data management, AI, IT development	02.09.2024	28.02.2025		x		
International Trade Centre	ITC3	Switzerland	Geneva	Strategic Planning, Performance and Governance/External Relations	External Relations and Governance intern	01.09.2024	28.02.2025				x
International Trade Centre	ITC4	Switzerland	Geneva	Women, Youth, Vulnerable Communities	Inclusive Trade, Vulnerable Communities, Refugees, Economic Empowerment	01.09.2024	28.02.2025		x		
International Telecommunication Union	ITU1	Switzerland	Geneva	Study Group Department	AI, e-health, ITS	01.09.2024	28.02.2025		x		

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International Telecommunication Union	ITU2	Switzerland	Geneva	Telecommunication Standardization Policy	AI, Emerging Technologies, Strategic Communication	01.09.2024	28.02.2025		x		
International Telecommunication Union	ITU3	Switzerland	Geneva	Telecommunication Standardization Bureau	Digital transformation, metaverse and other emerging technologies in cities	01.09.2024	28.02.2025		x		
International Telecommunication Union	ITU4	Switzerland	Geneva	Regulatory Market Environment	Public Policy, Business Administration, Economics	01.09.2024	28.02.2025		x		
International Telecommunication Union	ITU5	Switzerland	Geneva	Accessibility Study Group	Accessibility	01.09.2024	28.02.2025		x		
Joint Data Center on Forced Displacement	JDC	Denmark	Copenhagen	World Bank, UNHCR - Joint Data Center on Forced Displacement	Forced displacement, refugees, migration, internal displacement, sustainable development	01.09.2024	28.02.2025		x		
Ludwig Boltzmann Institute of Fundamental and Human Rights - an Institute of the Ludwig Boltzmann Gesellschaft	LBI-GMR	Austria	Vienna	Human Dignity and Public Security - Programme Line	Human rights; criminal justice; detention; torture prevention; human trafficking; children's rights	02.09.2024	28.02.2025		x		
North Atlantic Treaty Organization	NATO1	Belgium	Brussels	Defence Investment Division, Policy, Plans and Partnerships section	International affairs	01.03.2025	31.08.2025	x			
North Atlantic Treaty Organization	NATO2	Belgium	Brussels	Director for Aerospace and Armaments Directorate, Space Technology	International affairs, space, technologies, industry, commercial sector, policy	01.03.2025	31.08.2025	x			
North Atlantic Treaty Organization	NATO3	Belgium	Brussels	Defence Policy & Planning Division (DPP), Defence Planning Section	Defence planning	01.03.2025	31.08.2025	x			
North Atlantic Treaty Organization	NATO4	Belgium	Brussels	Joint Intelligence and Security (JIS) Division, Security Policy Oversight Branch (SPOB), Cyber Investigation and Audit	Cyber security	01.03.2025	31.08.2025	x			
North Atlantic Treaty Organization	NATO5	Belgium	Brussels	Political Affairs and Security Policy (PASP) Division, Global Partnerships	Strategic partnerships	01.03.2025	31.08.2025	x			
North Atlantic Treaty Organization	NATO6	Belgium	Brussels	Political Affairs and Security Policy (PASP) Division , Middle East and North Africa (MENA) Section	Political affairs, MENA, partnerships	01.03.2025	31.08.2025	x			
North Atlantic Treaty Organization	NATO7	Belgium	Brussels	Political Affairs and Security Policy (PASP) Division, Multilateral Organization	Stakeholders management, political affairs	01.03.2025	31.08.2025	x			
North Atlantic Treaty Organization	NATO8	Belgium	Brussels	Public Diplomacy Division, Strategic Communications Unit, Campaigns Management	Digital communication	01.03.2025	31.08.2025	x			

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Organisation for Economic Co-operation and Development	OECD01	France	Paris	Environment Directorate/Environmental Performance and Information Division	International Programme for Action on Climate (IPAC)	01.09.2024	28.02.2025			x	
Organisation for Economic Co-operation and Development	OECD02	France	Paris	Development Co-operation Directorate Reviews, Results, Evaluations and Development Innovation Division	Sustainable development	01.09.2024	28.02.2025			x	
Organisation for Economic Co-operation and Development	OECD03	France	Paris	Directorate for Financial and Enterprise Affairs/Anti-Corruption Division	Corruption; Integrity; Legal	01.09.2024	28.02.2025				x
Organisation for Economic Co-operation and Development	OECD04	France	Paris	Economics Department/Country Studies 1	Analysis of economic policies in Ukraine	01.09.2024	28.02.2025				x
Organisation for Economic Co-operation and Development	OECD05	France	Paris	Directorate for Education and Skills/Policy Advice and Implementation	Inclusive assessments in education	01.09.2024	28.02.2025			x	
Organisation for Economic Co-operation and Development	OECD06	France	Paris	Global Relations and Cooperation Directorate/Middle East and Africa	Africa-OECD Partnership	01.09.2024	28.02.2025				x
Organisation for Economic Co-operation and Development	OECD07	France	Paris	Economics Department	Office of the Chief Economist	01.09.2024	28.02.2025	x			
Organisation for Economic Co-operation and Development	OECD08	France	Paris	General Secretariat/Council and Executive Committee Secretariat	OECD Council	01.09.2024	28.02.2025				x
Organisation for Economic Co-operation and Development	OECD09	France	Paris	Environment Directorate/Climate,Biodiversity and Water	Climate adaptation	01.09.2024	28.02.2025		x		
Organisation for Economic Co-operation and Development	OECD10	France	Paris	Development Centre/Natural Resources-based Development	Critical minerals for development	01.09.2024	28.02.2025			x	
Office of the UN Special Representative for Children and Armed Conflict - Europe Liaison Office	OSRSG CAAC	Belgium	Brussels	OSRSG CAAC Europe Liaison Office	Children and Armed Conflict	01.10.2024	31.03.2025				x
Permanent Court of Arbitration	PCA	Austria	Vienna	International Bureau	International law and arbitration	01.09.2024	28.02.2025				x
United Nations System Chief Executives Board for Coordination	UN CEB	United States	New York City	CEB Secretariat	Strategy, sustainable development, digital technologies, AI, inequalities	03.09.2024	28.02.2025			x	
United Nations Department of Economic and Social Affairs	UN DESA1	United States	New York City	Development Policy and Analysis Division, Global Economic Monitoring Branch	Global economy; international trade and finance; sustainable development	01.09.2024	28.02.2025	x			

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United Nations Department of Economic and Social Affairs	UN DESA2	United States	New York City	Office of Intergovernmental Support and Coordination for Sustainable Development (OISC), Inter-Organizational and Inter-Institutional Support Branch (IISB)	sustainable development	02.09.2024	28.02.2025	x			
United Nations Department of Economic and Social Affairs	UN DESA3	United States	New York City	Division for Sustainable Development Goals, Outreach and Partnerships Branch	SDGs; stakeholder engagement; partnerships; Agenda 2030	01.09.2024	28.02.2025			x	
United Nations Departments of Peace Operations, Peacebuilding and Political Affairs	UN DPPA-DPO	United States	New York City	Office of the Director for Coordination of Shared Services, Information Management Unit	Peace, security, innovation, data, political affairs, change management	01.09.2024	28.02.2025		x		
United Nations Economic Commission for Latin America and the Caribbean	UN ECLAC	United States	Washington, D.C.	ECLAC Washington	Economics, International Trade and Finance, Green Economy	03.09.2024	28.02.2025	x			
United Nations, Executive Office of the Secretary-General	UN EOSG	United States	New York City	Strategic Planning and Monitoring Unit	UN 2.0; international organization; reform; strategy	02.09.2024	28.02.2025			x	
United Nations Global Pulse	UN Global Pulse	United States	New York City	UN Global Pulse - New York	Innovation; Digital; Data; Foresight; UN reform; Change	01.09.2024	28.02.2025			x	
United Nations Office for Partnerships (United Nations Secretariat)	UN Partnerships	United States	New York City	SDG Strategy Hub, UN Office for Partnerships, UN Secretariat	Multistakeholder Partnerships - SDG Advocacy, Strategy and Coordination	01.09.2024	28.02.2025			x	
United Nations Resident Coordinator Office	UN RCO	Fiji	Suva	RCO Programme	Sustainable development, SDGs, 2030 Agenda, Economic Analysis, UN Reform	01.12.2024	30.06.2025				x
United Nations Secretariat	UN Secretariat	United States	New York City	Department of Peace Operations - Digital Enablement Team	Digital Transformation	01.09.2024	28.02.2025	x			
United Nations Joint Programme on HIV/AIDS	UNAIDS1	Guatemala	Guatemala City	Multi country office for Guatemala, Honduras y Nicaragua	Human rights, gender	01.09.2024	31.03.2025			x	
United Nations Joint Programme on HIV/AIDS	UNAIDS2	Peru	Lima	Multicountry office for Andean Countries (Peru, Ecuador, Bolivia, and Colombia)	HIV data, human rights, gender equality, SDGs, stigma and discrimination, migration, prevention,	01.09.2024	28.02.2025				x
United Nations Department of Global Communications	UNDGC	United States	New York City	Partnerships Unit, Digital and Promotion Branch, News and Media Division, Department of Global Communications	Media partnerships; digital marketing and promotion; digital distribution; communication campaigns	01.09.2024	28.02.2025		x		
United Nations Secretariat - Department of Operational Support	UNDOS1	United States	New York City	Office of the Under-Secretary-General, Department of Operational Support	Communications, Peace and Security	01.09.2024	28.02.2025		x		
United Nations Secretariat - Department of Operational Support	UNDOS2	United States	New York City	Performance and Analytics Section, Office of the Under-Secretary-General, Department of Operational Support	Programme management, peace and security, innovation, business intelligence	01.09.2024	28.02.2025		x		

Full name of the host organisation	Ref. No	Country	City	Department / section	Keyword	Start of the internship	End of the internship	BA student	BA graduate or equivalent	MA student	MA graduate or equivalent
United Nations Development Programme	UNDP1	Switzerland	Geneva	Crisis Bureau, Disaster Risk Reduction and Recovery	Risk-informed development	01.01.2025	30.06.2025			x	
United Nations Development Programme	UNDP2	Jordan	Amman	Environment Team	Biodiversity, Water, Climate Change, Energy	01.09.2024	28.02.2025				x
United Nations Economic Commission for Europe	UNECE1	Switzerland	Geneva	Housing and Land Management Unit	climate neutral cities, urban resilience, affordable energy-efficient housing	01.09.2024	28.02.2025		x		
United Nations Economic Commission for Europe	UNECE2	Switzerland	Geneva	Economic Cooperation and Trade Division (ECTD)	Digitalization	02.09.2024	28.02.2025		x		
United Nations Economic Commission for Europe	UNECE3	Switzerland	Geneva	Aarhus Convention Secretariat, Environment for Europe and Sustainable Development Section, Environment Division	International environmental law	01.09.2024	28.02.2025		x		
United Nations Economic Commission for Europe	UNECE4	Switzerland	Geneva	Sustainable Development Unit, Office of the Executive Secretary	Sustainable development	14.10.2024	13.04.2025			x	
United Nations Environment Programme	UNEP1	Switzerland	Geneva	Environment Programme and Finance Initiative	Climate change, sustainable development, Nature, Investment, Banking and Regional Coordination	01.01.2025	30.06.2025		x		
United Nations Environment Programme	UNEP2	Kenya	Nairobi	Communication Division	Communication	01.09.2024	28.02.2025		x		
United Nations Environment Programme - Copenhagen Climate Centre	UNEP-CCC	Denmark	Copenhagen	Section: Mitigation Analysis and Data Management	Climate change transparency	01.09.2024	28.02.2025			x	
United Nations Educational, Scientific and Culture Organization	UNESCO1	France	Paris	Executive Office of the Sector for Administration and Management (ADM/EO)	Greening, Environmental sustainability, Climate change	02.09.2024	28.02.2025		x		
United Nations Educational, Scientific and Culture Organization	UNESCO2	France	Paris	Communication and Information Sector/Documentary Heritage Unit, Digital Policy, Inclusion and Transformation Division	Field of information, communication, archival science, records management	02.09.2024	28.02.2025				x
United Nations Educational, Scientific and Culture Organization	UNESCO3	Costa Rica	San Jose	San Jose Office, Costa Rica (Education Unit)	Education in Emergencies, Inclusive Education, Development, Peace Education, Digital Literacy, Youth	02.09.2024	31.03.2025		x		
United Nations Educational, Scientific and Culture Organization	UNESCO4	Uruguay	Montevideo	Office in Montevideo (Culture Unite)	Culture or related field	02.09.2024	31.03.2025				x
UNESCO International Institute for Educational Planning	UNESCO-IIEP1	France	Paris	Equity and Resilience Cluster	Crisis-sensitive educational planning	01.09.2024	28.02.2025				x



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UNESCO International Institute for Educational Planning	UNESCO-IIEP2	France	Paris	Knowledge Management and Mobilization (KMM) Team	ICTs, blockchain, artificial intelligence and transparency in education	01.09.2024	28.02.2025	x			
United Nations Human Settlements Programme	UN-Habitat	Kenya	Nairobi	Waste Management Team, Urban Basic Services Section, Urban Practice Branch, Global Solution Division	Waste management and circular economy; international day of zero waste and global campaign	01.09.2024	28.02.2025			x	
United Nations High Commissioner for Refugees	UNHCR1	Switzerland	Geneva	Office of the Special Advisor on Climate Action	Climate action; displacement	01.09.2024	28.02.2025				x
United Nations High Commissioner for Refugees	UNHCR2	Switzerland	Geneva	Legal Affairs Service	Legal support to UNHCR's operations; safeguarding integrity, compliance and accountability	01.09.2024	28.02.2025		x		
United Nations High Commissioner for Refugees	UNHCR3	Switzerland	Geneva	Donor Relations and Resource Mobilization Service	Donor relations, resource mobilization, reporting	01.09.2024	28.02.2025				x
United Nations High Commissioner for Refugees	UNHCR4	Egypt	Cairo	External Relations	Complex refugee crisis management in Egypt/Middle East-reporting, communications & donor engagement	01.09.2024	31.03.2025		x		
United Nations High Commissioner for Refugees	UNHCR5	Jordan	Amman	MENA Protection Service	Mixed movements	01.09.2024	28.02.2025	x			
United Nations High Commissioner for Refugees	UNHCR6	Panama	Panama City	External Relations	External Relations, Reporting, Donors	01.09.2024	31.03.2025		x		
United Nations High Commissioner for Refugees	UNHCR7	United States	New York City	Policy team	Policy liaison on forced displacement in the heart of the United Nations	01.09.2024	28.02.2025				x
United Nations International Children's Emergency Fund	UNICEF1	Bangladesh	Dhaka	Humanitarian response, Field Services Section	Humanitarian response, Field Services	01.09.2024	31.03.2025		x		
United Nations Children's Fund	UNICEF2	Egypt	Cairo	Education	Education Policy, Curriculum reform, gender equality in education	01.09.2024	31.03.2025		x		
United Nations Children's Fund	UNICEF3	Jordan	Amman	Health Section	Primary Health Care; Community Health; Maternal Newborn Child and Adolescent Health; Climate Change	02.09.2024	31.03.2025			x	
United Nations Children's Fund	UNICEF4	Kenya	Nairobi	ICTD, Digital Centre of Excellence	Data science, artificial intelligence, cloud computing, digital transformation, open source	01.10.2024	30.04.2025				x
United Nations Children's Fund	UNICEF5	Nepal	Kathmandu	Social and Behavior Change Section	Social and Behavior Change; Community Engagement; Accountability; Risk Communication	01.09.2024	31.03.2025		x		

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United Nations Children's Fund	UNICEF6	Turkey	Istanbul	Talent Engagement and Partnerships, Division of Human Resources	Talent Programmes	01.09.2024	28.02.2025	x			
United Nations Children's Fund	UNICEF7	United States	Washington, D.C.	Public Partnerships Division, International Financial Institutions Team	International Financial Institutions, Regional Development Banks	15.09.2024	14.03.2025	x			
United Nations Children's Fund	UNICEF8	United States	New York City	Social Policy and Social Protection	Social protection; gender equality	01.10.2024	31.03.2025		x		
United Nations Children's Fund	UNICEF9	United States	New York City	Strategy, Planning and Accountability section	Education in crisis, humanitarian, strategy, planning	01.09.2024	28.02.2025			x	
United Nations Institute for Disarmament Research	UNIDIR	Switzerland	Geneva	Managing Exits from Armed Conflict (MEAC)	Policy research, peace and security, disarmament, demobilization, and reintegration	01.09.2024	28.02.2025			x	
United Nations Industrial Development Organization	UNIDO1	Austria	Vienna	Division of Fair Production, Sustainability Standards and Trade (IET/PST), Directorate of SDG Innovation and Economic Transformation (IET)	Sustainable supply chains; fair production; skills development	02.09.2024	28.02.2025	x			
United Nations Industrial Development Organization	UNIDO2	Austria	Vienna	Office of Strategy and South South Cooperation	Industrial Policy	01.09.2024	28.02.2025			x	
United Nations Office for the Coordination of Humanitarian Affairs	UNOCHA1	Switzerland	Geneva	Response Support Branch	Public-private partnership in humanitarian and disaster response	01.09.2024	28.02.2025				x
United Nations Office for the Coordination of Humanitarian Affairs	UNOCHA2	United States	New York City	Evaluation and Oversight Section	Collective humanitarian action; coordination; evaluation	02.09.2024	28.02.2025			x	
United Nations Office at Geneva	UNOG1	Switzerland	Geneva	Office of the Director, Division of Administration	Administration, management, innovation, change	01.09.2024	28.02.2025			x	
United Nations Office at Geneva	UNOG2	Switzerland	Geneva	Political Affairs and Partnerships Section, Office of the Director-General	International relations	01.09.2024	28.02.2025	x			
United Nations Office for Project Services / Cities Alliance	UNOPS / CA	Belgium	Brussels	Global programmes	Urban development, Climate change, Gender.	01.09.2024	28.02.2025				x
United Nations Office for Project Services	UNOPS1	Panama	Panama City	Infrastructure and Project Management, Coordination of Regional Activities, LCR ORD	Climate Action, Sustainable infrastructure, Data Analytics, Infrastructure resilience	01.12.2024	30.06.2025				x
United Nations Office for Project Services	UNOPS2	United States	New York City	Director's Office, Peace and Security Cluster	Partnerships; Mine Action; Sustainable Development Goals	03.09.2024	28.02.2025			x	

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United Nations System Staff College	UNSSC	Italy	Turin	Peace and Security Hub	Integrated Data Analytics for Sustaining Peace	01.09.2024	28.02.2025			x	
United Nations University Centre for Policy Research	UNU-CPR	United States	New York City	Conflict Prevention and Sustaining Peace programme	Conflict prevention	01.09.2024	28.02.2025			x	
United Nations Volunteers	UNV1	Kenya	Nairobi	East and Southern Africa Regional Office	Volunteerism, Partnerships, and Knowledge Management	02.09.2024	28.02.2025		x		
United Nations Volunteers	UNV2	Senegal	Dakar	Regional Office for West and Central Africa	Volunteering and sustainable development	01.09.2024	31.03.2025		x		
United Nations Volunteers	UNV3	Thailand	Bangkok	Regional Office for Asia and the Pacific	Strategic UN partnerships	01.09.2024	31.03.2025				x
World Food Programme	WFP1	Honduras	Tegucigalpa	Partnership Division	IFIs - International Financial Institutions	01.09.2024	31.03.2025			x	
World Food Programme	WFP2	Malawi	Lilongwe	Supply Chain	Food Security, Cash Based Transfers, Markets, Retail, Food Systems, Supply Chain	01.09.2024	31.03.2025			x	
World Food Programme	WFP3	Rwanda	Kigali	External Partnerships and Communications	Partnerships; communication	01.09.2024	31.03.2025			x	
World Food Programme	WFP4	Sierra Leone	Freetown	Programme/ Asset Creation and Livelihood Unit	Resilience building of small holder farmers	01.09.2024	31.03.2025				x
World Food Programme	WFP5	Tajikistan	Dushanbe	Supply Chain	Supply Chain and Logistics Operations.	01.09.2024	31.03.2025		x		
World Food Programme	WFP6	Timor Leste	Dili	Programme Management	Food Systems	01.09.2024	31.03.2025			x	
The World Bank	World Bank1	Austria	Vienna	Europe and Central Asia Energy Unit	Energy	01.09.2024	28.02.2025			x	
The World Bank	World Bank2	Austria	Vienna	Social Protection and Jobs Global Practice – Europe and Central Asia region	Social Protection & Jobs	02.09.2024	28.02.2025			x	
The World Bank	World Bank3	Jordan	Amman	Agriculture and Food MENA unit	Food security, food systems, resilience, climate change, MENA, agriculture, policy, nexus	01.09.2024	31.03.2025				x

Full name of the host organisation	Ref. No	Country	City	Department / section	Keyword	Start of the internship	End of the internship	BA student	BA graduate or equivalent	MA student	MA graduate or equivalent
The World Bank	World Bank4	Mozambique	Maputo	Urban, Resilience and Land (URL) / Africa Region (SAEU2)	Climate and Disaster Risk Management	01.09.2024	28.02.2025				x
The World Bank	World Bank5	United States	Washington, D.C.	Social Sustainability & Inclusion (SSI) Global Practice/ Global Partnership for Social Accountability (GPSA)	Climate Finance & Green Accountability	01.09.2024	28.02.2025		x		
The World Bank	World Bank6	United States	Washington, D.C.	Global Transport Unit	Climate Change, Energy and Maritime Transport	02.09.2024	28.02.2025		x		
The World Bank	World Bank7	United States	Washington, D.C.	Social Protection and Jobs Global Practice, Global Solutions Group for Labor and Skills	Labor Market, Skills and Jobs	01.09.2024	28.02.2025			x	
The World Bank	World Bank8	United States	Washington, D.C.	Social Sustainability and Inclusion Global Practice, Western and Central Africa	Social dimensions of climate change	01.09.2024	28.02.2025			x	



**Carlo Schmid Programme**  
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Placement Offer 2024/2025  
(Programme line B)

<b>Reference No.:</b>	<b>CRAF'd</b>
<b>Department:</b>	<b>CRAF'd Secretariat, Program Section</b>
<b>Keyword:</b>	<b>Data, Analytics, AI, Crisis Action, Early Warning, Early Action, Anticipatory Action</b>
<b>Location:</b>	<b>United States, New York City</b>

**Section A: General Information**

Name of host organisation	United Nations Complex Risk Analytics Fund
Organisation's website	<a href="https://crafd.io/">https://crafd.io/</a>
Internship Coordinator and/or Focal Point	Antje Lehmann
Supervisor	Antje Lehmann
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>CRAF'd is the first and only multi-partner instrument to finance, connect, and reimagine the data that saves lives. The CRAF'd mission is driven by the conviction that data, analytics, and artificial intelligence (AI) can help global partners better anticipate, prevent, and respond to the complex risks facing people and the planet in moments of crisis.</p> <p>CRAF'd allocates USD15-25 million annually to ensure the sustainable provision of essential risk datasets as a common good and to invest in analytics and AI that enable CRAF'd ecosystem partners to better anticipate, prevent and respond to crisis worldwide.</p> <p>CRAF'd project partners include, Armed Conflict Location &amp; Event Data Project (ACLED), International Crisis Group, Peace Research Institute Oslo (PRIO), Norwegian Refugee Council (NRC), Inform Consortium, UNDPPA Innovation Cell, UNHCR, and many more. CRAF'd Secretariat team is responsible for the daily management of fund operations and provides technical and administrative</p>

	<p>support to the Steering Committee. Reporting to the Fund Manager, the incumbent will be responsible for providing advice on and support to the Fund's strategy and policy, program cycle management, communication, ecosystem support, coordination, and administration.</p> <p>Concrete duties may include:</p> <ul style="list-style-type: none"> <li>• Support open calls for proposals and appraisal processes and liaise with potential applicants to provide guidance on the submission of project proposals.</li> <li>• Support review, analysis, and vetting of project proposals. This includes the consultation of technical experts, e.g., from the CRAF'd</li> <li>• Steering Committee, CRAF'd partners, the United Nations, academia, or the civil society on a per-needs basis.</li> <li>• Support collaboration and communication between the ecosystem partners and stakeholders to foster synergies in data analytics, knowledge sharing, and capacity building, incl. via support to CRAF'd conferences and events.</li> <li>• Develop and maintain reference and resource information on specific topics or policy-related issues; respond to various inquiries and information requests; provide information and advice on a range of issues related to data and innovation in crisis response.</li> <li>• Assist with day-to-day Fund management.</li> <li>• Prepare data and analytics to support Secretariat and Steering Committee decision-making, and support planning and execution of the Steering Committee meetings.</li> </ul>
Training components and learning elements	The incumbent will learn about data-driven and evidence-based crisis action, application of analytics in a multilateral context, risk analysis and decision-making in a multilateral context, how the pillars of the UN's work (development, peace, humanitarian assistance). The incumbent will further gain insights in grant management within a multilateral context.
Participation in missions or training courses	The incumbent will have the opportunity to attend all regular UN trainings, workshops and seminars offered by the UN Secretariat.

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	International Affairs; Political Science; Economics; Business Administration; Public Policy. A focus on Data Science, Computer Science and Analytics would be an advantage.
Language Skills	Fluency in English is required.
Computer literacy	Excellent presentation and drafting skills (incl. in PowerPoint) are required. Knowledge of quantitative/qualitative analysis and data visualization techniques (incl. in Excel, Microsoft PowerBI, Tableau) and/or in InDesign, Illustrator, Photoshop or similar graphic design software and knowledge of Dynamics 365 CRM are an advantage.



Internship-related experiences	Knowledge of the work and function of the United Nations is required. Previous experience in the humanitarian, peace/security, or development context and/or in an international set-up is desirable. Experience in drafting, analysis in in the aforementioned areas and/or social political field is desirable.
Additional skills/requirements	The ability to organize and prioritize workload in face of competing deadlines, balance complexity and idealism with pragmatism, and work in multi-functional team is required. Excellent interpersonal skills coupled with the ability to establish and maintain effective working relations with people in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity are required.
Additional comments	The supervisor is a former Carlo Schmid fellow.



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<b>Reference No.:</b>	<b>EBRD1</b>
<b>Department:</b>	<b>SIG/SI3P/Green Cities Team</b>
<b>Keyword:</b>	<b>Sustainable infrastructure, green cities, environment</b>
<b>Location:</b>	<b>UK, London</b>

**Section A: General Information**

Name of host organisation	European Bank for Reconstruction and Development
Organisation's website	<a href="https://www.ebrd.com">https://www.ebrd.com</a>
Internship Coordinator and/or Focal Point	Annie Min
Supervisor	Lin O'Grady
Second Supervisor	Maya Almog

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>SI3P is a cross-cutting Team within the Sustainable Infrastructure Group ('SIG'), responsible for project preparation and delivery, across all sectors – transport, municipal and power. Its staff of 40 plus people divides into four Units/teams (a) Green Cities; (b) Project Preparation and Implementation; (c) Grants; and (d) PPP Advisory. As such, it is a multi-disciplinary Team, comprised economists, engineers, planners and works in a matrix structure across SIG and the wider Bank.</p> <p>EBRD Green Cities ('GC') is a flagship programme, supporting cities to address their climate challenges, through targeted investments including water, urban transport, renewables, district energy, buildings energy, policy actions, with the main delivery too being a long term strategic plan known as the Green City Action Plan ('GCAP'). The prime focus of the programme is on supporting green investments, given the huge role that cities have to play in countries meeting their commitments under the Paris Agreement – 70% of Green House Gas emissions come from cities. While leading on green the programme also encourages investments with</p>





	<p>focus on gender and inclusion, digital and significant efforts are underway to scale-up resilience, e-mobility and renewables. GC is a dynamic programme, with innovation being at its core. GC is delivered jointly by SIG and the Climate Strategy and Delivery ('CSD') Team. The intern would sit in the Green Cities Team in SIG. Their role would include, but not be limited to the following:</p> <ul style="list-style-type: none"><li>• Preparation of Green Cities material – including presentations, briefing notes and keeping the GC standard presentation, including case studies.</li><li>• Supporting the pipeline tracker</li><li>• GC inputs to the monthly SIG newsletter and preparation of the end of year email.</li><li>• Stakeholder Data Collection of management (GCAP meetings).</li><li>• Support keeping the Green Cities web site up to date.</li><li>• Support to GC events, including the Green Cities Officer network.</li></ul>
Training components and learning elements	The intern will work with highly skilled professionals and get first-hand experience on how IFIs are tackling the climate emergency through investment in cities and knowledge sharing through a network of 60 cities.
Participation in missions or training courses	

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Economics, environment, data analytics
Language Skills	Fluency in both written and spoken English
Computer literacy	Excellent knowledge of MS Office, including excel.
Internship-related experiences	No particular requirement
Additional skills/requirements	No particular requirement
Additional comments	



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**Reference No.:** EBRD2

**Department:** Climate Strategy and Delivery  
**Keyword:** Green policy and investments

**Location:** United Kingdom, London

**Section A: General Information**

Name of host organisation	European Bank for Reconstruction and Development
Organisation's website	<a href="https://www.ebrd.com">https://www.ebrd.com</a>
Internship Coordinator and/or Focal Point	Annie Min
Supervisor	Maya Hennerkes
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Fellow will be responsible for integrating the Bank's Green Economy Transition (GET) approach into Banking operations through focussed green policy and investment interventions. Reporting to an Associate Director in the Climate Strategy and Delivery group, the role includes taking on responsibility for effective leadership of GET delivery via financial institutions or directly by EBRD, including Paris Alignment and climate corporate governance at the transaction level and including all aspects of technical cooperation management, policy dialogue activities, and capacity building.</p> <p>As such, the Fellow will be competent in undertaking all tasks related to EBRD project life cycle development and implementation, including project origination, structuring, execution, monitoring, policy dialogue, technical cooperation and donor financing.</p> <p>As needed, the Fellow will support projects covering crosscutting themes (e.g. renewable energy and storage, nature-positive investments, green policy,</p>



	circular economy, green financial systems, industrial decarbonisation, sustainable agribusiness, e-mobility, etc.).
Training components and learning elements	<p>Upon joining the team the Fellow and their supervisor shall discuss and agree on the development plan for the Fellow identifying specific areas of interest and ambition.</p> <p>EBRD Climate Strategy and Delivery (CSD) offers a unique opportunity to learn from experienced professionals operating on the forefront of the global climate and green policy and investments.</p> <p>The 70-20-10 rule applies: 70% of learning will come from assignments and project activities, 20% from mentor support and interaction with subject matter experts, and 10% from trainings provided by EBRD (including business skills and technical trainings).</p>
Participation in missions or training courses	<p>As part of his/her activities the Fellow will:</p> <ul style="list-style-type: none"><li>• In cooperation with Banking teams, Risk, Gender and Economic Inclusion, and Environmental and Social Departments, contribute to the execution, implementation and monitoring of new green financing operations, including the EBRD Paris alignment approach and climate corporate governance activities</li><li>• Contribute to developing a robust pipeline of projects through business development efforts (this will include missions to and meetings with existing and potential clients, organisation of and participation in events and conferences)</li><li>• Contribute to policy dialogue initiatives related to project operations or regulatory projects with EBRD's countries of operation as counterparty</li><li>• Contribute to methodological development, (policy and financial) product innovation and/or operationalisation of approaches under crosscutting thematic areas (e.g. renewable energy and storage, nature-positive investments, green policy, circular economy, green financial systems, industrial decarbonisation, sustainable agribusiness, e-mobility, etc.).</li><li>• Formal training courses will include:<ul style="list-style-type: none"><li>○ EBRD Green Finance Academy (12 modules)</li><li>○ ICMA Green Bonds Course, Euromoney Climate Risk and Paris Alignment Training or similar</li><li>○ Paris Agreement alignment training for financial institutions</li></ul></li></ul>

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Relevant degree in a technical discipline (e.g. engineering or economics); a combination of technical and commercial skills is advantageous
Language Skills	Excellent written/oral communication skills in English are essential; other languages from the EBRD region are advantageous
Computer literacy	Good level of computer literacy



Internship-related experiences	<ul style="list-style-type: none"><li>• Significant relevant, technical and commercial work experience gained from:<ul style="list-style-type: none"><li>○ an engineering and/or consultancy organisation; or</li><li>○ a company operating in the energy, chemical or manufacturing sectors; or</li><li>○ a bank, equity fund, advisory services, corporate finance firm; with a demonstrable track record of successful project development.</li></ul></li><li>• Knowledge and experience with green finance initiatives.</li><li>• Proven track record in managing consultants and related assignments, including the implementation of IT-based solutions.</li><li>• Sound understanding of business and finance principles</li><li>• Experience in conducting policy analysis and policy formulation in the areas of climate change, resource efficiency, renewable energy, energy efficiency and technology transfer</li><li>• Experience in emerging markets, including EBRD countries of operations.</li></ul>
Additional skills/requirements	<ul style="list-style-type: none"><li>• Ability to operate consistently within business guidelines and ethics and work sensitively in multicultural environments, building effective working relations with clients and colleagues.</li><li>• Self-motivated, ability to work to and meet tight deadlines and to plan and organise work unsupervised in a logical and efficient manner.</li><li>• Ability to communicate appropriate, concise and accurate information in verbal and written formats, appropriate to the audience at the time.</li></ul>
Additional comments	



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**Reference No.:** EBRD3

**Department:** Office of Chief Compliance Officer  
**Keyword:** Investigations, Compliance

**Location:** United Kingdom, London

**Section A: General Information**

Name of host organisation	European Bank for Reconstruction and Development
Organisation's website	<a href="https://www.ebrd.com">https://www.ebrd.com</a>
Internship Coordinator and/or Focal Point	Annie Min
Supervisor	Joanna Alexander
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The internship will support the Investigations teams of the Office of the Chief Compliance Officer (OCCO). The mission of the Office of the Chief Compliance Officer (OCCO) is to protect the integrity and reputation of the Bank, to promote ethical standards of behaviour and to strengthen the Bank's accountability and transparency. OCCO assists in identifying, assessing, and monitoring integrity risks arising from failure to comply with the Bank's standards and policies and contributes, in an independent manner, to the Bank's effective management of integrity risks. OCCO reports through the Managing Director, Chief Compliance Officer (MD, CCO) to the President of the Bank. Within this context, the principal roles of the intern, Investigations are:</p> <ul style="list-style-type: none"><li>• to assist with, Bank investigations as part of the Bank's investigation function;</li><li>• to fully support the Director Investigations in ensuring that the Bank maintains effective policies, resources and expertise to respond to allegations of staff misconduct or fraud and</li></ul>



	<p>corruption by its counterparties.</p> <p>In close liaison with the Director Investigations, the internship will support the investigations teams to assist with internal investigations into allegations of suspected misconduct on the part of Bank employees; and to assist with external investigations into allegations of prohibited practices (corruption, fraud, coercion, collusion) in relation to the Bank's operations.</p> <p>The intern will also be involved in assisting the team in the development of an investigation manual, standard operating procedures, assist with development of new case intake/triage process and other ad hoc projects for the investigation teams.</p>
Training components and learning elements	<p>The internship will report to the Director investigations, but will also be given mentorship guidance under an Associate Director Investigations.</p> <p>They will be involved, mentored and learn the following elements of administrative investigations:</p> <ul style="list-style-type: none"><li>• Develop basic fundamentals for conducting administrative investigations;</li><li>• Interview skills;</li><li>• Investigation report drafting;</li><li>• Analysing large volumes of data to inform findings for investigations;</li><li>• Develop analytical skills with the ability to interpret complex legal and financial information;</li><li>• Experience in assisting with complex investigations and undertaking staff misconduct investigations;</li><li>• Develop excellent organisational and administrative skills;</li><li>• Develop strong advocacy and liaison skills, communicating with peers as well as to communicate with and manage EBRD stakeholders;</li><li>• Experience of investigation policy development around staff misconduct, including negotiations with IFIs and internationally, more generally;</li><li>• Thorough understanding of EBRD's mission, mandate and processes;</li><li>• Engaging with 50+ international institutions for the CII planning.</li></ul>
Participation in missions or training courses	<p>The internship will undertake a number of EBRD training including:</p> <ul style="list-style-type: none"><li>• Whistleblowing Policy;</li><li>• Integrity matters (compliance with EBRD code of conduct);</li><li>• Fraud prevention</li><li>• Preventing Sexual harassment and abuse;</li><li>• Environmental and Social impact considerations for EBRD projects.</li></ul> <p>There will be on the job training and mentorship for investigation skills, interview skills, drafting investigation reports, analysing data, case intake and triage assessment.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No



Subjects	<ul style="list-style-type: none"><li>• Criminology</li><li>• Audit</li><li>• Accounting</li><li>• Law</li><li>• Finance</li></ul>
Language Skills	
Computer literacy	Computer literate for Word and Excel. For all other internal EBRD IT systems, training will be provided.
Internship-related experiences	
Additional skills/requirements	<ul style="list-style-type: none"><li>• Strong analytical skills</li><li>• Self-motivated with excellent organisational and administrative skills, the ability to prioritise and multitask is essential.</li><li>• Excellent command of English, both written and spoken, together with the ability to draft in English to a very high standard; familiarity with other languages used in the Bank's countries of operation is a definite advantage.</li></ul>
Additional comments	An internship in an investigative unit at an IFI is a key stepping stone to a career in administrative investigations in the UN, MDBs or INGO sectors.



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<b>Reference No.:</b>	<b>EBRD4</b>
<b>Department:</b>	<b>Office of the Chief Economist</b>
<b>Keyword:</b>	<b>Economics, research, macroeconomics, impact evaluation, development economics, economic policy</b>
<b>Location:</b>	<b>United Kingdom, London</b>

**Section A: General Information**

Name of host organisation	European Bank for Reconstruction and Development
Organisation's website	<a href="https://www.ebrd.com">https://www.ebrd.com</a>
Internship Coordinator and/or Focal Point	Annie Min
Supervisor	Ralph De Haas
Second Supervisor	Alexander Plekhanov

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The intern will work closely together with several Research Economists on ongoing research projects, including randomised controlled trials and large-scale household and firm surveys. In particular, they will:</p> <ul style="list-style-type: none"><li>• Provide statistical and programming assistance related to working papers and/or one or more of the key surveys of OCE;</li><li>• Assist with the design and implementation of randomised impact studies under the guidance and supervision of Research economist(s);</li><li>• Contribute to the generation of key products of Research, for example chapters in the Transition Report, Regional Economic Prospects, and/or working papers;</li><li>• Performing ad hoc assignments, including literature reviews on specific topics, and statistical analysis.</li></ul>
Training components and learning elements	Interns will benefit from on-the-job training in state-of-the-art economic research methods and, where appropriate, be able to co-





	author on an academic or policy publication.
Participation in missions or training courses	Possibility to participate in training courses provided by the CompNet research network.

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	Yes
Subjects	Economics, finance, or possibly political science
Language Skills	English is a must, French, Russian, or Arabic would be an asset
Computer literacy	Knowledge of either Stata, R, Python
Internship-related experiences	
Additional skills/requirements	<ul style="list-style-type: none"><li>• Strong analytical and quantitative skills, preferably with at least a basic knowledge of Stata;</li><li>• Excellent written and oral communication skills in English;</li><li>• Experience in managing large micro-level datasets is an advantage.</li></ul>
Additional comments	Info on the work of the Office of the Chief Economist can be found on this link: <a href="https://www.ebrd.com/what-we-do/economic-research-and-data/office-of-the-chief-economist.html">https://www.ebrd.com/what-we-do/economic-research-and-data/office-of-the-chief-economist.html</a>



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<b>Reference No.:</b>	<b>EC-EMPL</b>
<b>Department:</b>	<b>Unit EMPL/F3 "Fair Green and Digital Transitions, Research"</b>
<b>Keyword:</b>	<b>Just transition, European Pillar of Social Rights, policy analysis, research</b>
<b>Location:</b>	<b>Belgium, Brussels</b>

**Section A: General Information**

Name of host organisation	European Commission, Directorate-General for Employment, Social Affairs and Inclusion
Organisation's website	<a href="https://ec.europa.eu/social">https://ec.europa.eu/social</a>
Internship Coordinator and/or Focal Point	Frank Siebern-Thomas (tbc)
Supervisor	Frank Siebern-Thomas
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The mandate of unit EMPL/F3 is to support fair transitions towards a climate-neutral, digital and sustainable Europe, in line with the Sustainable Development Goals and the European Pillar of Social Rights. This entails ensuring a strong social dimension of the European Green Deal and Energy Union and Climate Action governance, as well as the Digital Agenda and Research &amp; Innovation (R&amp;I) policy. To this end, the unit provides policy analysis and advice and develops analytical tools and research actions and outputs that help design, implement and monitor just transition policies, initiatives and instruments. The unit is also responsible for ensuring DG EMPL's role for co-creation, planning, programming, implementation and governance of the Horizon Europe programme, notably in relation to social and economic transformations, inclusiveness, skills and sustainability, mainstreaming social aspects throughout the programme and promoting synergies with DG EMPL programmes.</p> <p>The unit maintains regular exchanges with other DGs, EU institutions and agencies, international organisations, social partner</p>



	<p>and civil society organisations, and the research community at large.</p> <p>The selected candidate will work in an interesting, challenging and rewarding position in a dynamic and supportive team. S/he will be in charge of monitoring and analysing employment, skills and social issues related to green and digital transitions, and contribute to the design and analysis of policy priorities in the area of just transition, including at international level and in the context of the UNFCCC COP conferences. S/he will contribute to a number of files, including the mainstreaming of fair transition aspects across policies, including in the European Semester, and the development and management of new tools and projects to promote, assess and monitor fair transition policies, notably the Council Recommendation on ensuring a fair transition and the Social Climate Fund. S/he will further contribute to the design and implementation of the Horizon Europe programme, follow relevant R&amp;I actions and ensure feedback-to-policy and dissemination and exploitation of results for relevant Clusters, Missions and Partnerships. Moreover, s/he will contribute to the preparation of analytical and policy-related publications produced and coordinated by the unit, directorate or DG, and prepare briefings, speeches and/or presentations for the management.</p>
Training components and learning elements	<p>The traineeship will allow the candidate to contribute to the teamwork and output of the unit, while providing her/him with a sound knowledge and practical experience of EU policies, procedures and activities of the European Commission in general and in the area of employment, skills, and social policies in particular. Thanks to the horizontal nature of the unit's mission, the internship will offer numerous opportunities to work on a permanent basis with other policy units and DGs, EU institutions, European agencies and international organisations, social partners, civil society organisations, as well as researches. S/he will attend regular meetings inside the DG and Commission, and with outside stakeholders where relevant, and get a good insight into policy analysis and policymaking at EU level.</p>
Participation in missions or training courses	<p>In line with the institutions's training policy, and in addition to multiple opportunities to learn on the job and participate regularly in meetings, seminars, workshops and conferences, the intern can benefit from a range of training opportunities provided by the Commission, including on policy-making and better regulation, as well as on technical tools, where necessary.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	The selected candidate should have a solid background in economics, political or social sciences and humanities, sustainability studies, law, European integration, European studies, or international relations.
Language Skills	The selected candidate will have good communication and presentation skills. Proficiency in English and good drafting skills



	are required. Knowledge of French, German or other EU languages would be an asset.
Computer literacy	Good knowledge of Microsoft applications (Word, Excel, OneNote, PowerPoint), and possibly SharePoint and PowerBI, as well as of video conference tools (Skype, Teams, WebEx, Zoom, etc.). Knowledge of specialised software and tools (statistical and econometric analysis, visualisation tools, etc.) would be an asset.
Internship-related experiences	The selected candidate will be an open-minded, service-oriented, creative, and flexible team player interested to take on a wide range of tasks and responsibilities in a fast-paced, demanding and inspiring work environment. Previous experience with quantitative and/or qualitative policy analysis would be an advantage. No specific internship-related experiences are required.
Additional skills/requirements	
Additional comments	



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<b>Reference No.:</b>	<b>ECMWF1</b>
<b>Department:</b>	<b>Application Delivery Services Section, Computing Department</b>
<b>Keyword:</b>	<b>Computing; cloud computing; supercomputing; computer engineering; climate change; weather forecast</b>
<b>Location:</b>	<b>Italy, Bologna</b>

**Section A: General Information**

Name of host organisation	European Center For Medium-Range Weather Forecast
Organisation's website	<a href="https://www.ecmwf.int/">https://www.ecmwf.int/</a>
Internship Coordinator and/or Focal Point	Niels Lohmann, Human Resources Business Partner
Supervisor	Oliver Gorwits, Head of Application Delivery Section, Computing Department
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The ECMWF is a research institute and a 24/7 operational service, producing global numerical weather predictions and climate data for our Member and Co-operating States and the broader community. ECMWF has one of the largest supercomputer facilities and meteorological data archives in the world. Strategic activities include delivering advanced training and assisting the WMO in implementing its programmes. We are a key player in Copernicus, the Earth Observation component of the European Union's Space programme, offering quality-assured information on climate change (Copernicus Climate Change Service), atmospheric composition (Copernicus Atmosphere Monitoring Service), flooding and fire danger (Copernicus Emergency Management Service), and, through the EU's Destination Earth initiative, we are developing digital twins of the Earth.</p> <p>The Centre runs 24/7 operational forecast production in its own data centre in Bologna, Italy. The Platform Engineering team is responsible for providing application developers and operations</p>



	<p>teams with performant and well-designed cloud computing environments.</p> <p>The selected candidate will have an opportunity to work on the development of cloud computing, containerized, and virtual machine environments, learning about how complex computer systems operate. On a day-to-day basis the candidate will assist with building and troubleshooting these systems. To get an impression of computing at ECMWF and your potential involvement please see <a href="https://www.ecmwf.int/en/computing">https://www.ecmwf.int/en/computing</a> and <a href="https://www.ecmwf.int/en/computing/our-facilities/supercomputer-facility">https://www.ecmwf.int/en/computing/our-facilities/supercomputer-facility</a>.</p>
Training components and learning elements	<p>This is a truly unique professional development and learning opportunity for any candidate interested in supercomputing and the operation of complex computer system. You will have the opportunity to work closely alongside outstanding and experience computing experts and scientists applying their knowledge to contribute to ECMWF work to provide weather forecasts and contribute to the global response to the climate crisis.</p>
Participation in missions or training courses	<p>No mission foreseen – potential mission in other premises of the Centre in Bonn, Germany or Reading, United Kingdom.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Any mathematics, computer science, or engineering diploma
Language Skills	Some knowledge of German or French (the two other working languages of the centre) or of Italian might be useful, but is not required.
Computer literacy	Computer literate Some experience with Linux system administration is essential
Internship-related experiences	Any previous work experience or exposure to Linux system administration would be a significant advantage.
Additional skills/requirements	
Additional comments	Depending on the areas of interest of the intern we will be willing to assign projects in an area of interest, within areas of relevance to the team and section.



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**Carlo Schmid Programme**  
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<b>Reference No.:</b>	<b>ECMWF2</b>
<b>Department:</b>	<b>Procurement Section</b>
<b>Keyword:</b>	<b>Procurement; Administrative services; client services; software;</b>
<b>Location:</b>	<b>United Kingdom, Reading</b>

**Section A: General Information**

Name of host organisation	European Center For Medium-Range Weather Forecast
Organisation's website	<a href="https://www.ecmwf.int/">https://www.ecmwf.int/</a>
Internship Coordinator and/or Focal Point	Niels Lohmann
Supervisor	Louisa Chan
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The ECMWF is a research institute and a 24/7 operational service, producing global numerical weather predictions and climate data for our Member and Co-operating States and the broader community. ECMWF has one of the largest supercomputer facilities and meteorological data archives in the world. Strategic activities include delivering advanced training and assisting the WMO in implementing its programmes.</p> <p>We are a key player in Copernicus, the Earth Observation component of the European Union's Space programme, offering quality-assured information on climate change (Copernicus Climate Change Service), atmospheric composition (Copernicus Atmosphere Monitoring Service), flooding and fire danger (Copernicus Emergency Management Service), and, through the EU's Destination Earth initiative, we are developing digital twins of the Earth. Our annual expenditure is 125M€. We currently utilize an e-procurement tool, which is in the process of being upgraded to a more integrated system. We are upgrading to a new state-of-the-art procurement tool, currently its final project stage and</p>





	<p>undergoing testing. This new system is designed to streamline and centralize a broader spectrum of procurement processes, as well as automate procurement reporting.</p> <p>The selected candidate will have the opportunity to play a key role in supporting the project during the critical implementation and rollout phases. This project involves engaging with various internal stakeholders, including Legal, Finance, requesters, and approvers from all directorates within the Centre around procurement processes, system rollout, process and service optimization. The project is jointly managed by two teams, Procurement and Contract Management, and you will be working closely with both teams as well as with experts and clients across the center.</p>
Training components and learning elements	<p>Training will be given to help the candidate to become familiar with the procurement rules and procedures of an international organization. You will also gain first-hand knowledge and experience of the workings within the procurement team and its clients and learn skills that will easily be transferred to the similar settings in other international organisations. As well, you will interact and collaborate with leading scientists and software engineers working on some of the most complex forecast and climate models, contributing to the global response to the climate crisis.</p>
Participation in missions or training courses	<p>No mission currently planned, however potential missions may be required to our other premises, in Bonn, Germany, and Bologna, Italy.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Business administration, engineering or other related areas. Some knowledge of procurement or supply chain management as well as experience with business tools or systems would be useful.
Language Skills	None. French and German are the other two official working languages but are not required.
Computer literacy	Use of standard MS 365 applications.
Internship-related experiences	Familiarity with procurement processes, e-procurement systems and overall experience in related areas such as supply chain, purchasing, vendor and client management would be appreciated but is not a requirement.
Additional skills/requirements	
Additional comments	





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<b>Reference No.:</b>	<b>EUDEL</b>
<b>Department:</b>	<b>Head of Delegation section/Communication and Policy Coordination</b>
<b>Keyword:</b>	<b>Communications and policy coordination</b>
<b>Location:</b>	<b>Switzerland, Geneva</b>

**Section A: General Information**

Name of host organisation	Delegation of the European Union to the UN and other international organisations in Geneva
Organisation's website	<a href="http://eeas.europa.eu/delegations/un_geneva/index_en.htm">http://eeas.europa.eu/delegations/un_geneva/index_en.htm</a>
Internship Coordinator and/or Focal Point	Antje Knorr
Supervisor	Antje Knorr
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	15.09.2024 - 14.03.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The fellow's duties on Press and Communication side involve:</p> <ul style="list-style-type: none"><li>• Drafting news stories for the EUDEL website</li><li>• Supporting the social media work of the EUDEL (Twitter, Facebook, LinkedIn, Instagram)</li><li>• Providing support in the organisation of events, conferences and campaigns</li><li>• Attending conferences/meetings and report back to the EUDEL</li><li>• Developing new ideas for attracting a wider audience via social media</li><li>• Analysing audience outreach via e.g. Google analytics</li></ul> <p>Under Policy Coordination, he/she will assist in:</p> <ul style="list-style-type: none"><li>• the preparation of weekly meetings of Heads of Missions of EU Member States and in reporting from these meetings;</li><li>• other horizontal tasks as required.</li></ul>
Training components and learning elements	A traineeship in the Policy Coordination and Communication team provides the fellow with a unique opportunity to get a good horizontal understanding of all the areas covered by the delegation,



	including human rights, migration, disarmament, humanitarian issues, health, and economic affairs. The fellow will get a good insight into the full variety of the work of a political and communications officer in an EU Delegation. She/he will be exposed to the multilateral world in Geneva and its wide range of topics. She/he will be able to attend conferences/meetings and learn how to draft articles for different audiences (Website, social media, report writing). She/he will also become familiarized with political event planning and campaigns.
Participation in missions or training courses	While the EUDEL does not have a training or mission budget for interns, we encourage them to attend trainings free of charge (e.g. UNITAR), as well as active participation in seminars and workshops.

### **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Communications, Journalism, International Relations, Political Sciences, European studies
Language Skills	Excellent knowledge of English, good knowledge of French would be an asset
Computer literacy	Good knowledge of Microsoft (Word, Excel, Powerpoint), understanding of social media an asset
Internship-related experiences	Previous internships or other voluntary work in the area of social media (posting, creating visuals and videos) would be a great asset.
Additional skills/requirements	
Additional comments	



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**Carlo Schmid Programme**  
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**Reference No.:** FAO1

**Department:** Forestry Division  
**Keyword:** Forestry

**Location:** Italy, Rome

**Section A: General Information**

Name of host organisation	Food and Agriculture Organisation of the United Nations
Organisation's website	<a href="https://www.fao.org/home/en">https://www.fao.org/home/en</a>
Internship Coordinator and/or Focal Point	Ms Mami Wada
Supervisor	Malgorzata Buszko-Briggs
Second Supervisor	Theresa Loeffler

**Section B: Placement Offer**

Dates and duration of the internship	15.09.2024 - 14.03.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p><b>Organizational Setting</b> The Food and Agriculture Organization of the United Nations (FAO) contributes to the achievement of the 2030 Agenda through the FAO Strategic Framework by supporting the transformation to more efficient, inclusive, resilient and sustainable agrifood systems, for better production, better nutrition, a better environment, and a better life, leaving no one behind.</p> <p>The Forestry Division leads FAO's work in promoting sustainable forest management and providing leadership on the environmental, social and economic dimensions of forestry, including its contributions to poverty reduction and food security and nutrition. It liaises with member countries, civil society and the private sector in aspects ranging from the development of effective forest policies to forest conservation and management issues and strengthens the role of forests in climate change mitigation and adaptation. The Division also provides services to increase the capacities of member countries in sustainable forest management.</p> <p>The Division provides secretariat services to the FAO Committee</p>



	<p>on Forestry (COFO) and supports six Regional Forestry Commissions and four technical statutory bodies. FAO is also the permanent Chair of the Collaborative Partnership on Forests and works closely with its secretariat of the UN Forum on Forests and other members of the Partnership.</p> <p><b>Reporting Lines</b> Under the overall guidance from the Director of the Forestry Division, the Carlo-Schmid fellow reports to the Senior Forestry Officer, Team Leader Statutory Bodies, Collaborative Partnership on Forests, and Outreach. The incumbent will collaborate with relevant colleagues across work streams in FAO's Forestry Division as appropriate.</p> <p><b>Technical Focus</b> The Carlo-Schmid fellow will contribute to forest policy and governance processes at the global and regional levels, especially on emerging forest policy issues and possible solutions, support intergovernmental negotiations at COFO and provide input to the relevant international events. The incumbent will also support the activities of the Collaborative Partnership on Forests in advocating for and implementing activities to halt deforestation, restore ecosystems, and manage forests sustainably.</p> <p><b>Specific Functions</b></p> <ul style="list-style-type: none"><li>• Supports forest policy and governance processes, in particular FAO forestry governing and statutory bodies and FAO's contribution to forest-related negotiations at other international fora (e.g. UNFF, UNFCCC).</li><li>• Collects and analyzes relevant technical, social, economic, environmental, institutional and technology-related information, data, to bring evidence to the policy discussions, in particular on forest-related areas of interest such as sustainable forest management, bioeconomy, agriculture and forestry linkages, deforestation, the contribution of forests to climate change mitigation and adaptation, halting of loss of forest biodiversity, wood for energy and fuelwood, ecosystem restoration, forests and food security, forest finance, wildfires, traditional and indigenous forest-related knowledge, forests and innovation.</li><li>• Supports the leadership role of FAO in the Collaborative Partnership on Forests (CPF), in particular by:<ul style="list-style-type: none"><li>○ Supporting the Chair and CPF Members in advocacy, strengthening implementation, operational and fundraising/resource mobilization purposes;</li><li>○ Support CPF members to set up and implement Joint Initiatives;</li><li>○ Supports the preparation of communication pieces and issue briefs, as well as the organization of events, including background documentation and engagement of stakeholder groups, on the CPF priorities under the Global Forest Goals;</li><li>○ Supporting the contribution and participation of the CPF and its members in global events, in particular those organized by its members;</li><li>○ Supporting the maintenance and development of CPF knowledge management tools in particular the CPF website;</li><li>○ Supporting the organization of the Wangari Maathai Award and other communication and outreach</li></ul></li></ul>
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	<p>campaigns;</p> <ul style="list-style-type: none"><li>○ Monitoring developments in governing bodies of CPF member organizations and member organizations' mandates to contribute to the CPF work.</li></ul>
Training components and learning elements	<p>The incumbent will gain experience with interagency partnerships, and forestry intergovernmental bodies and negotiation processes. It is expected that the incumbent will develop a high level of individual responsibility with the backup of a team, they will receive support and guidance on their work, and are encouraged to develop/or take on their own projects.</p> <p>Exposure to international forest and environmental policies, policy processes and politics; and sustainable development within the framework of Agenda 2030 will be a part of the fellowship.</p> <p>Further, the candidate will develop knowledge of the working procedures of international organizations and the UN, cooperation with Member Nations and other forestry-relevant organisations.</p>
Participation in missions or training courses	<p>The fellow is encouraged to attend meetings and conferences related to responsibilities at the duty station. Participation in meetings held outside the duty station is subject to available resources, this may include missions to FAO Member Nations.</p> <p>The fellow will have access to FAO in-house training platforms and learning opportunities on a variety of career and skills development subjects.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	University degree in forest resources management, environmental science, sustainable development, policy, international relations or a related field.
Language Skills	Working knowledge of English is required. Limited knowledge of one of the other FAO official languages (Arabic, Chinese French, Russian, and Spanish) would be an asset.
Computer literacy	Standard MS office applications.
Internship-related experiences	
Additional skills/requirements	<p>Competencies</p> <ul style="list-style-type: none"><li>• Results Focus</li><li>• Teamwork</li><li>• Communication</li><li>• Building Effective Relationships</li><li>• Knowledge Sharing and Continuous Improvement</li></ul>
Additional comments	



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<b>Reference No.:</b>	<b>FAO2</b>
<b>Department:</b>	<b>Inclusive Rural Transformation and Gender Equality Division/Decent Rural Employment Team/Migration Unit</b>
<b>Keyword:</b>	<b>Climate change and migration / climate mobility</b>
<b>Location:</b>	<b>Italy, Rome</b>

**Section A: General Information**

Name of host organisation	Food and Agriculture Organisation of the United Nations
Organisation's website	<a href="https://www.fao.org/home/en">https://www.fao.org/home/en</a>
Internship Coordinator and/or Focal Point	Ms Mami Wada
Supervisor	Jacqueline Demeranville
Second Supervisor	Cristina Rapone

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	The fellow will support the work of the migration team at global, regional and country level, in particular the priority area of climate change and migration. Typical tasks assigned include support to i) the organization of capacity development workshops, including development of concept notes, agendas, background research, presentations and reports, ii) the development of migration team publications, including researching content and preparing draft text, iii) preparing speaking points and presentations for webinars and events, iv) supporting country level activities, v) donor mapping and background research for the development of concept notes and project proposals and vi) preparing draft news articles related to FAO's work on migration, summaries of projects/thematic areas for the web and contributing to the regular development of newsletters.
Training components and learning elements	The fellow will benefit from substantial on-the-job learning. The migration team is made up of various technical experts, each of whom will introduce the thematic area they cover and FAO's respective work to the fellow. The fellow will have the opportunity to



	engage with the technical experts in areas of the fellow's interest and support FAO's work in this area. The fellow will also benefit from guidance and feedback from supervisors and technical experts on their work, in order to develop the skills frequently used in UN organization work. The fellow will also be encouraged to attend meetings and events at FAO to develop their understanding of the broader topics and work areas of FAO as a whole.
Participation in missions or training courses	The fellow will be invited to take the FAO e-learning course on migration covering 5 topics (climate change and migration, youth and migration, gender and migration, migration and protracted crisis, and protecting migrant workers in agriculture). The fellow will also have the opportunity to participate in the biweekly zoom-in-on-learning professional development series covering essential work skills and career development. Discounted language courses for all the UN languages are also available.

### **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Migration, climate change, development economics, rural development, environment, natural resource management, anthropology, sociology, social policies, labour policies, gender studies.
Language Skills	Additional UN working languages (Spanish, French, Arabic, Russian, Chinese) or Portuguese an asset.
Computer literacy	Word, Excel, Powerpoint.
Internship-related experiences	Any past experience working with migrants' organizations or organizations supporting migrants would be an asset. Any previous experience related to climate adaptation would be an asset. Any previous experience working with a UN agency or government body would be an asset.
Additional skills/requirements	Strong English writing skills. Ability to work well in a team.
Additional comments	We look forward to welcoming you to our team!





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<b>Reference No.:</b>	<b>FAO3</b>
<b>Department:</b>	<b>OCB - GCF Team</b>
<b>Keyword:</b>	<b>Climate Change, Green Climate Fund, Climate Finance, Knowledge sharing</b>
<b>Location:</b>	<b>Italy, Rome</b>

**Section A: General Information**

Name of host organisation	Food and Agriculture Organisation of the United Nations
Organisation's website	<a href="https://www.fao.org/home/en">https://www.fao.org/home/en</a>
Internship Coordinator and/or Focal Point	Mami Wada
Supervisor	Nadine Valat
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Under the overall supervision of the Office of Climate Change, Biodiversity and Environment Director and the direct supervision and technical guidance of the FAO GCF Team Leader and in close collaboration with the GCF Project implementation Specialists supporting the Green Climate Fund (GCF), the intern will be assigned to perform the following duties, in coordination with other members of the GCF Team:</p> <ul style="list-style-type: none"><li>• Support the GCF team members in the reporting exercise to the donor by contributing to the review of the reports, and liaison with country offices with regards to the identification of best practices and lesson learned;</li><li>• Participation in meetings/ workshops/ seminars with country offices and other internal/external partners and where relevant preparation of the minutes/ summary presentations of the meetings and events;</li><li>• Support the development of guidance note on project implementation phases;</li><li>• Support the Community of Practice platform to facilitate the</li></ul>





	exchange between projects and regions for the implementation of GCF Funding Proposal and Readiness projects; and <ul style="list-style-type: none"><li>Any other support as required by the direct supervisor.</li></ul>
Training components and learning elements	<ul style="list-style-type: none"><li>Results bases reporting for complex projects in Climate Finance field;</li><li>Knowledge on the Green Climate Fund (GCF) operations;</li><li>Facilitate Knowledge sharing; and</li><li>Establish network within country office and FAO regional offices.</li></ul>
Participation in missions or training courses	<ul style="list-style-type: none"><li>no mission are foreseen</li><li>all @FAO trainings available to intern will be offered.</li></ul>

### **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	Not relevant
Subjects	<ul style="list-style-type: none"><li>Development Studies, Natural Resource Management, Environmental science, Agriculture or a related field;</li><li>Climate change related Studies,</li><li>Social Studies</li></ul>
Language Skills	Asset would be a limited knowledge (intermediate – level B) of another official FAO language (Arabic, Chinese, French, Russian or Spanish).
Computer literacy	Basic Computer Skills
Internship-related experiences	<ul style="list-style-type: none"><li>Previous experience in multi-stakeholder environment</li><li>Experience in capacity development /training</li><li>Climate Change related experience.</li></ul>
Additional skills/requirements	Good communication skills to foster collaboration. Effective communication to facilitate knowledge sharing.
Additional comments	



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**Reference No.:** FAO4

**Department:** Regional Office for Europe and Central Asia  
**Keyword:** Climate Change

**Location:** Hungary, Budapest

**Section A: General Information**

Name of host organisation	Food and Agriculture Organisation of the United Nations
Organisation's website	<a href="https://www.fao.org/europe/en">https://www.fao.org/europe/en</a>
Internship Coordinator and/or Focal Point	Mami Wada
Supervisor	Jeremy Schlickenrieder
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	15.09.2024 - 14.03.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Carlo Schmid Intern assists with the development and implementation of projects, programmes and activities related to climate change and climate action with a focus on agri-food systems in REU. He/she/they will provide support to planning, delivery and reporting on climate change initiatives in the agriculture sector and provide technical assistance and support to research and the collection of data and information, technical analysis for the delivery of regional and country programmes and projects. Furthermore, the foreseen position will support capacity development initiatives related to climate change and climate action within FAO Regional, Sub-regional and country offices and in countries in the region.</p> <p>Key Functions</p> <ul style="list-style-type: none"><li>• Provides technical support and inputs to various climate change projects focused on agri-food systems, for regional projects and programmes, policy development and implementation and local climate action;</li><li>• Collaborates in the development of training tools and materials</li></ul>



	<p>and the organization of workshops/seminars in support of ----- -----building capacity, awareness on climate change, climate policy and climate action at local level;</p> <ul style="list-style-type: none"> <li>• Supports resource mobilization activities focusing on climate and carbon finance;</li> <li>• Participates in multidisciplinary teams to assist governments in the identification and preparation of climate change initiatives in the fields of food and agriculture, rural development, natural resource management;</li> <li>• Promotes knowledge sharing and best practices at international meetings and conferences, and interacts with international and national partners;</li> <li>• Participates in the organization and follow-up of meetings, consultations and conferences, the production of required background materials, speaking points and the provision of information and assistance to partners.</li> </ul>
Training components and learning elements	<p>Learning about the mandate and role of FAO and the activities of FAO regional, sub-regional and country offices in responding to needs and priorities with a particular focus on climate change and agri-food system and at global-regional, national and local levels; this will entail a better understanding of climate change impacts in the region, policy and regulations and linkage between global commitments, national policies and local-level action; learning about sustainable, resilient, adapted agricultural practices. Exposure to working in an international environment; communication for and with different stakeholders, working as part of a diverse team.</p>
Participation in missions or training courses	<p>The position will be based in Budapest with possible occasional travel to countries in the region.</p> <p>At the start of the internship the supervisor and intern will develop a capacity building and training plan including on the job training as well as access to training courses available through online platform <a href="mailto:you@fao.org">you@fao.org</a> as well as in any in-person and virtual training offered at regional and country level.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	Not relevant
Subjects	Advanced university degree in agriculture, agro-climatology, natural resources, natural sciences, biology, climate change, disaster risk management or a related field.
Language Skills	One additional Official UN language - Russian considered an asset
Computer literacy	Microsoft Office, GIS considered an asset
Internship-related experiences	Flexible, adaptable and willing to integrate in a diverse and geographically dispersed team focusing on climate change work in the FAO REU-SEC regions with ability to engage in and support work and also bring in own perspectives, ideas and suggestions.



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Additional skills/requirements	
Additional comments	I am a former CSP intern (2007-2008) and would be very happy to host an intern myself.



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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
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**Reference No.:** FAO5

**Department:** Agriculture and Food Systems  
**Keyword:** Agrifood systems, food safety and nutrition

**Location:** Thailand, Bangkok

**Section A: General Information**

Name of host organisation	Food and Agriculture Organisation of the United Nations
Organisation's website	<a href="https://www.fao.org/home/en">https://www.fao.org/home/en</a>
Internship Coordinator and/or Focal Point	Mami Wada
Supervisor	Sridhar Dharmapuri
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	The fellow will support the FAO technical team in the development and implementation of agrifood systems transformations plans in the Asia- Pacific region. The team is implementing projects with Governments on designing policy elements for agriculture to be based on the sustainable food systems approach; promote healthy diets and sustainable consumption and nutrition patterns; strengthen building blocks of food safety systems; and reduction of food losses and waste. The fellow will be charged with conducting background research and desk reviews on the above; assisting the team with international meetings and consultation workshops on the above topics; draft reports; and find modalities to link in in science, innovation, digitilization and other latest technologies in these areas.
Training components and learning elements	This is an opportunity for a fellow to develop systems-based thinking. The fellow will need to understand the diversity of countries in the Asia-Pacific region and how policies and programmes for food and agriculture need to be structured for different contexts. The fellow will be challenged to provide ideas



	and solutions for a range of problems in food and agriculture and which technologies and innovations could be customized. The fellow will have the opportunity to work with a group of international staff and consultants. Key learning elements include teamwork; communication; and the need for constant improvement of knowledge, skills and work.
Participation in missions or training courses	The fellow will be able to participate in relevant international meetings and workshops (including those organized by sister agencies) in Bangkok. Training courses offered by FAO for which the fellow is eligible can be availed off. The policy on mission travel is determined by the Internship Office.

### **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Agriculture or biological sciences; social sciences including economics
Language Skills	Knowledge of one or some Asian languages would be an asset
Computer literacy	Familiarity with Microsoft Office suite is required; software coding experience would be an asset.
Internship-related experiences	Previous experience not required
Additional skills/requirements	Must be comfortable working with a diverse team and open minded
Additional comments	



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**Carlo Schmid Programme**  
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<b>Reference No.:</b>	<b>FAO6</b>
<b>Department:</b>	<b>Food and nutritional security projects</b>
<b>Keyword:</b>	<b>Graphic Design Internship</b>
<b>Location:</b>	<b>Ecuador, Quito</b>

**Section A: General Information**

Name of host organisation	Food and Agriculture Organisation of the United Nations
Organisation's website	<a href="https://www.fao.org/ecuador/es/">https://www.fao.org/ecuador/es/</a>
Internship Coordinator and/or Focal Point	Mami Wada
Supervisor	Gabriela Rosero
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>Support and monitoring in the design of visual identity: banners, publications, and invitations, among others, in line with the national and regional communication strategy in food and nutritional security projects.</p> <p>Support the design of audiovisual and digital material under FAO guidelines, on project information, success stories, and testimonies from participants, authorities, and technicians about the progress, results, experiences, and lessons learned in different formats, including for social networks, within the framework of food and nutritional security projects.</p> <p>Support social media coverage of events, field trips, and other visibility actions in food and nutritional security projects.</p> <p>Ensure that communication products follow the guidelines of the FAO Regional Office and Headquarters in Rome and include the key messages FAO promotes at a global level, in food and nutritional security projects.</p>
Training components and learning elements	FAO provides policy support and builds countries' capacity in food security and nutrition to translate their commitments into concrete



	<p>actions. Under the Strategic Framework 2022-2031, FAO seeks to support the transformation towards more efficient, inclusive, resilient, and sustainable agri-food systems, to achieve better production, better nutrition, a better environment, and a better life without leaving anyone behind.</p> <p>Likewise, in strategic pillar 1 of the Country Programming Framework (2022-2026), the transition towards healthy diets for better nutrition is promoted. In this sense, during the internship, you will learn about the technical assistance that FAO provides to the nutrition-sensitive social protection programs of the Government of Ecuador, and will provide support to them from the design area.</p>
Participation in missions or training courses	The intern will be part of the monitoring missions in the territory of the food and nutritional security projects. Likewise, FAO has a platform for training and courses, in which you can strengthen your capacities on the topics of your interest.

### **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	Not relevant
Subjects	<ul style="list-style-type: none"><li>• Graphic design.</li><li>• Marketing and publicity.</li><li>• Digital communication.</li></ul>
Language Skills	Spanish.
Computer literacy	Use of design programs such as Illustrator, Photoshop, and video editing programs.
Internship-related experiences	<ul style="list-style-type: none"><li>• Experience in design and generation of audiovisual content.</li><li>• Excellent spelling and writing.</li><li>• Knowledge of communication and digital marketing.</li><li>• Creative writing.</li><li>• Coverage of events and generation of content for social networks.</li></ul>
Additional skills/requirements	Emphasis is placed on knowledge of material design for social networks, communication documents, and generation of audiovisual content.
Additional comments	





**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

<b>Reference No.:</b>	<b>FAO7</b>
<b>Department:</b>	<b>Programme</b>
<b>Keyword:</b>	<b>Gender, inclusion, rural women, rural development, food security</b>
<b>Location:</b>	<b>Dominican Republic, Santo Domingo</b>

**Section A: General Information**

Name of host organisation	Food and Agriculture Organisation of the United Nations
Organisation's website	<a href="https://www.fao.org/republica-dominicana/es/">https://www.fao.org/republica-dominicana/es/</a>
Internship Coordinator and/or Focal Point	Roberto Vargas
Supervisor	Roberta Santoro
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>FAO views gender equality as key to fulfilling its mandate of achieving food security for all people. The Organization recognizes that the persistence of inequality between women and men is a major obstacle to agriculture and rural development and that eliminating these disparities is essential to creating sustainable and inclusive food systems and resilient and peaceful societies.</p> <p>In this context, the organization considers that to unleash the transformative potential of women in their territories it is essential to create and strengthen alliances with key development actors and mobilize resources from various internal and external sources. Under the general supervision of the FAO Representative in the Dominican Republic and the Assistant Representative - Programs, the technical supervision of the RLC Gender Officer and in close relationship with the gender focal point of the representation, the inclusion and gender and intern will perform the functions described below.</p> <ul style="list-style-type: none"><li>• Support the implementation of public policy frameworks with a</li></ul>



	<p>gender focus on key issues of rural development, consolidating alliances and intersectoral coordination mechanisms at the regional, national and local levels.</p> <ul style="list-style-type: none"> <li>• Support the strengthening of institutional capacities and rural women's organizations to expand their economic and political autonomy.</li> <li>• Support the systematization of national statistics disaggregated by sex and the analysis from a gender perspective.</li> <li>• Support the mainstreaming of gender issues in all the Representation's initiatives.</li> <li>• Support the mobilization of resources and the visibility of actions that promote women and the gender approach.</li> <li>• Provide technical support to the Representation to implement the FAO policy of gender equality and the Regional Gender Strategy</li> <li>• Support the gender focal point of the Representation.</li> <li>• Support synergies with the gender departments of FAO counterparts.</li> <li>• Support the implementation of the Gender Stocktaking for the Representation.</li> <li>• Support the formulation, implementation and monitoring of adequate gender mainstreaming of the programs and projects in charge of the representation of FAO in the Dominican Republic.</li> <li>• Support any initiative of the representation aimed at promoting inclusion and gender equality</li> </ul>
Training components and learning elements	Training and learnig on FAO competency topics.
Participation in missions or training courses	

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	Not relevant
Subjects	Academic training in political science, law, public administration, social science, with specialization in human right, and gender related areas.
Language Skills	Fluency in Spanish (level C) and at least intermediate level of English (level B).
Computer literacy	Knowledge of windows and Office
Internship-related experiences	<ul style="list-style-type: none"> <li>• Knowledge of issues related to the formulation of public policies; programs and/or projects related to: women's rights, rural development, gender transversality and other intersectionalities.</li> <li>• Experience in writing, analyzing and preparing technical documents and policy recommendations.</li> <li>• Communication skills in a technical environment.</li> <li>• Experience in qualitative research, primary review.</li> <li>• Knowledge of the situation of rural women.</li> </ul>



	<ul style="list-style-type: none"><li>• Familiarity with working with rural communities, social organizations and public and private institutions in the rural sector, through participatory, inclusive and multisectoral processes.</li><li>• Ability to work in interdisciplinary and multicultural teams and to establish networks and alliances.</li><li>• Negotiation skills, establishing dialogue relationships and conflict resolution.</li><li>• Ability to act at all times with extreme discretion with respect to United Nations documents, information and materials.</li><li>• Permanent attitude and behavior of cordiality, respect and collaboration with all people and organizations with whom you interact.</li></ul>
Additional skills/requirements	
Additional comments	



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<b>Reference No.:</b>	<b>FAO8</b>
<b>Department:</b>	<b>Regional Initiative 3-Sustainable and Resilient Agriculture</b>
<b>Keyword:</b>	<b>Biodiversity</b>
<b>Location:</b>	<b>Chile, Santiago</b>

**Section A: General Information**

Name of host organisation	Food and Agriculture Organisation of the United Nations
Organisation's website	<a href="https://www.fao.org/home/en">https://www.fao.org/home/en</a>
Internship Coordinator and/or Focal Point	Hivy Ortiz
Supervisor	
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p><b>Key Functions</b></p> <ul style="list-style-type: none"><li>• Collects and analyses relevant technical, social, economic, environmental, institutional and technology related information, data and/or statistics to support the delivery of programme projects as well as products and services;</li><li>• Undertakes analysis, provides technical input for plans and reports and edits/revises technical/scientific documents;</li><li>• Participates in the development of improved work methods, tools and systems;</li><li>• Updates databases and web pages;</li><li>• Participates in multidisciplinary project/work teams;</li><li>• Collaborates in the development of training tools and materials and the organization of workshops/seminars, etc.;</li><li>• Participates in the organization, conduct and follow-up of meetings, consultations and conferences, the development/production of required materials and the provision of information and assistance to partners.</li></ul>



	<p>Specific Functions</p> <ul style="list-style-type: none"><li>• Support provided to Members, at their request, to enhance their capacity to mainstream biodiversity.</li><li>• Biodiversity mainstreamed across FAO's policies, programmes and activities.</li><li>• Role of biodiversity and its ecosystem services for food security and nutrition globally recognized.</li><li>• Coordination and delivery of FAO's work on biodiversity strengthened.</li></ul>
Training components and learning elements	<ul style="list-style-type: none"><li>• Participates in capacity building sessions that targets improved work methods, increase understanding of tools and systems to support performance;</li><li>• Participates in technical training and webinars relevant to the internship;</li></ul>
Participation in missions or training courses	1. Training courses related to the area of biodiversity.

### **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Advanced university degree in relevant area such as marine biology, fishery science or aquaculture, ocean science, economics, environmental studies, climate change, food and nutrition, food technology, veterinary sciences, gender policy, maritime law,
Language Skills	Spanish
Computer literacy	Candidate must be Computer Literate
Internship-related experiences	<ul style="list-style-type: none"><li>• Extent and relevance of experience in collecting and analyzing technical information and data</li><li>• Extent and relevance of experience in the preparation, editing and revision of technical/scientific documents and in organizing meetings and workshops</li></ul>
Additional skills/requirements	<ul style="list-style-type: none"><li>• Extent and relevance of knowledge and experience in related fields such as fisheries and aquaculture management, blue economy, policy advice and analysis, food and nutrition security, food systems, fisheries and aquaculture</li><li>• Extent and relevance of experience in establishing and maintaining partnerships</li></ul>
Additional comments	



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**Carlo Schmid Programme**  
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<b>Reference No.:</b>	<b>GCSP</b>
<b>Department:</b>	<b>International Gender Champions Secretariat</b>
<b>Keyword:</b>	<b>Gender equality, leadership, sustainable development</b>
<b>Location:</b>	<b>Switzerland, Geneva</b>

**Section A: General Information**

Name of host organisation	Geneva Centre for Security Policy
Organisation's website	<a href="https://www.gcsp.ch/">https://www.gcsp.ch/</a>
Internship Coordinator and/or Focal Point	Sybille Christen
Supervisor	Hannah Reinl
Second Supervisor	Fleur Heyworth

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Geneva Centre for Security Policy (GCSP) is an international foundation established in 1995. It is a centre for executive education, a platform for diplomatic dialogue, a provider of policy advice and an incubator for innovative projects in the field of peace and security. It is supported by a board of 52 member states. The GCSP way endeavours to offer a unique global, impartial, inclusive and independent platform of knowledge and practice of international security affairs. It is located in the "Maison de la paix" at the heart of International Geneva.</p> <p>One of the projects the GCSP hosts is the International Gender Champions (IGC) Secretariat. The IGC is a leadership network that brings together international decision-makers determined to break down gender barriers and make gender equality a working reality in their spheres of influence. The initiative was launched at the Palais des Nations in Geneva in July 2015. The network now numbers over 340 active Champions and over 360 Alumni who are the heads of International Organizations, Permanent Missions, and Civil Society Organizations, in Geneva, New York, Vienna, The</p>



	<p>Hague, Nairobi and Paris.</p> <p>The Carlo-Schmid Intern would join the IGC Secretariat in Geneva, which is responsible for facilitating the network of Champions in alignment with the IGC's strategic objectives. They would support on developing strategy, research and advocacy along IGC's strategic priorities of strengthening the Gender-Environment/Climate Nexus, addressing Gender-Based Violence and all forms of sexism, tapping into the potential of digital technologies for gender equality and mitigating gender bias in AI, and diversifying the network. To that end, the intern will contribute to developing campaigns, publications and communications materials, organising events, administrating the network of Champions and focal points, expanding partnerships and collaborations and coordinating the various IGC hubs.</p> <p>Thematic/ Strategic Support – 50%</p> <ul style="list-style-type: none"> <li>• Assist in the development of activities, resources, communications and advocacy materials to advance IGC's strategic priorities, particularly around gender-based violence and climate and gender.</li> <li>• Conduct research and draft news articles, reports, agendas and meeting minutes.</li> </ul> <p>External Communication – 30%</p> <ul style="list-style-type: none"> <li>• Support with management of all IGC's social media platforms: Twitter, Instagram, Facebook, LinkedIn, YouTube, Soundcloud and IGC Monthly Newsletters. Produce graphics, copy editing and editorial planning according to IGC's brand guidelines and objectives.</li> <li>• Support the improvement and maintenance of the IGC Website front and back-end and data management. This includes keeping the resource page up to date.</li> <li>• Support the coordination of in-person and online events.</li> <li>• Draft publicity materials on IGC events.</li> </ul> <p>IGC Geneva Hub, Admin and Membership Support – 20%</p> <ul style="list-style-type: none"> <li>• Work with the IGC team to support the sign up of Champions.</li> <li>• Provide governance and leadership needs to the IGC Geneva Steering Group and other Hubs as required.</li> <li>• Provide support to and answer queries of IGC Focal Points.</li> </ul>
Training components and learning elements	<p>The IGC Secretariat is ideally positioned to provide interns with a panoramic insight on the organisational ecosystems and relevant gender equality initiatives across its six international hubs. Given the IGC's tripartite structure and its transversal mandate, the internship position offers unique insights into best practices, challenges and opportunities for leadership on gender equality across Member States, International Organisations and Civil Society Organisation. By virtue of its high-level membership, IGC can provide interns with important opportunities for networking with international decision-makers.</p> <p>Additional training and learning elements embedded into the internship structure at the IGC Secretariat are as follows:</p> <ul style="list-style-type: none"> <li>• Psychological safety and polarity thinking</li> <li>• Diversity, equity and inclusion</li> <li>• Protocol/etiquette in engaging senior leaders</li> <li>• Digital communications/ graphic design tools.</li> </ul>
Participation in missions or training courses	<p>The IGC organises regular capacity-building events around topics related to gender equality, which are open to all interns. Interns are further strongly encouraged to attend learning and networking</p>





	events organised by members of the IGC network. The GCSP further offers a mentoring programme for young professionals as well as a variety of courses related to themes of leadership, diversity and inclusion and peace and security, which, based on capacity, are open to staff members.
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## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	International Relations, Gender Studies, Development Studies, Political Science, Economics or other relevant fields.
Language Skills	Good knowledge of French (B1-B2) is an asset, but not a requirement.
Computer literacy	Proficiency with Microsoft Office is required. Experience with using Canva (graphic design), and social media management is an asset.
Internship-related experiences	Expertise and experience in project management, coordination, events, communication and gender equality. Excellent organisational skills and attention to detail. Critical, creative and innovative thinking.
Additional skills/requirements	
Additional comments	





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**Reference No.:** ICC

**Department:** Chambers  
**Keyword:** International criminal law

**Location:** Netherlands, The Hague

**Section A: General Information**

Name of host organisation	International Criminal Court
Organisation's website	<a href="https://www.icc-cpi.int">https://www.icc-cpi.int</a>
Internship Coordinator and/or Focal Point	Sarah Raveling
Supervisor	Sarah Raveling
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The internship is with the Trial Division in Chambers at the International Criminal Court. Tasks for intern candidates may vary according to workload and nature of issues pending before the Chamber. The following list provides an overview of potential tasks which might arise during the internship:</p> <ul style="list-style-type: none"><li>• Conduct in-depth legal research and analysis of questions of international criminal law, public international law and other areas of law as required by the general needs of the relevant Chamber or Division;</li><li>• Analysis and summary of background information on legal and factual issues relevant to the proceedings;</li><li>• Summary of evidence to be assessed by the Chamber, including witness statements, NGO reports and transcripts; preparation of witness reference documents, as the case may be;</li><li>• Provision of legal advice on the application and interpretation of the relevant rules of criminal procedure and all matters relevant to the judicial responsibilities of the judges;</li></ul>



	<ul style="list-style-type: none"><li>• Selection and analysis of relevant international and national legal material for references and background documents;</li><li>• Preparation of draft decisions, legal memoranda, taking minutes; observation of court proceedings, participation in analysis and discussions, as the case may be;</li><li>• Assistance in organisational matters as required; and</li><li>• Performance of other tasks as assigned.</li></ul>
Training components and learning elements	<ul style="list-style-type: none"><li>• In-depth knowledge of the substantive and procedural aspects of the statutory framework of the International Criminal Court;</li><li>• Furthering and expanding knowledge of international criminal law;</li><li>• Familiarisation with practical and legal aspects of an international criminal trial;</li><li>• Practical experience and knowledge of the working of Chambers at the International Criminal Court;</li><li>• Familiarisation with the general research and analysis programmes necessary for working at complex legal cases; and</li><li>• Experience in working in a highly multi-cultural and diverse working environment.</li></ul>
Participation in missions or training courses	<ul style="list-style-type: none"><li>• Training as provided by the International Criminal Court for its interns and visiting professionals.</li><li>• Ongoing lectures being held at the seat of the Court can be attended, workload permitting.</li><li>• The internship is at HQ of the International Criminal Court in The Hague, The Netherlands.</li></ul>

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	Not relevant
Subjects	Criminal law, public international law, international criminal law
Language Skills	English and French are the working languages of the Court. Accordingly, knowledge of French is an advantage, but not mandatory. As to any additional language skills: this depends on the specificities of the case and cannot be determined at this point.
Computer literacy	Excellent Word skills required. MS Office skills (besides Word: Excel, Power Point, Outlook) desired. Knowledge in the use of law-related databases such as Lexis Nexis, HeinOnline, Westlaw, juris etc. useful. General aptitude and affinity for computers desired.
Internship-related experiences	No specific previous internship experience is required. Experience in criminal law or international trials would be advantageous.
Additional skills/requirements	<ul style="list-style-type: none"><li>• Adaptability to a multicultural and multilingual working environment.</li><li>• Ability to meet tight deadlines, work under pressure.</li><li>• Discretion, reliability, precision, cooperative spirit and integrity.</li><li>• Ability to work with confidential information.</li></ul>



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Additional comments	Concerning the academic background: law studies or related studies are required.
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<b>Reference No.:</b>	<b>ICMPD1</b>
<b>Department:</b>	<b>Policy Unit (Policy, Research &amp; Strategy Directorate)</b>
<b>Keyword:</b>	<b>Migration policy</b>
<b>Location:</b>	<b>Austria, Vienna</b>

**Section A: General Information**

Name of host organisation	International Centre for Migration Policy Development
Organisation's website	<a href="https://www.icmpd.org/">https://www.icmpd.org/</a>
Internship Coordinator and/or Focal Point	Caitlin Katsiaficas
Supervisor	Caitlin Katsiaficas
Second Supervisor	Justyna Seges Frelak

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>ICMPD's Policy Unit analyses policies, offers advice, and facilitates dialogue on a range of migration-related issues, with the aim of equipping our Member States and partners with innovative and effective ideas that address key migration-related opportunities and challenges. The Policy Unit's priority topics currently include prospects for persons displaced from Ukraine, labour migration, local integration, and irregular migration. You can find more about our work here: <a href="https://www.icmpd.org/our-work/policy-and-research/policy">https://www.icmpd.org/our-work/policy-and-research/policy</a>.</p> <p>The fellow will contribute actively to the Policy Unit team, supporting its efforts to implement longer-term projects while also responding to the latest developments. S/he will come away with a better understanding of the role of intergovernmental organisations as well as migration research, policy analysis, and policymaking. To do this, the fellow will support the Policy Unit team with the following tasks, in close coordination with other team members:</p> <ul style="list-style-type: none"><li>• Conduct background research and gather data on a variety of topics, such as temporary protection, international protection,</li></ul>



	<p>labour migration, integration, and irregular migration;</p> <ul style="list-style-type: none"><li>• Give input into the production of internal and external written outputs (concept notes, commentaries, policy briefs, discussion papers, etc.);</li><li>• Provide event-related assistance, including background research, identification of potential participants, outreach activities, and notetaking; and</li><li>• Support the creation of data visualisations for publications and social media.</li></ul> <p>The fellow will have the chance to support multiple projects of the Policy Unit. These may include projects that are focused on providing recommendations for EU policymakers on a variety of key migration policy issues; strengthening the research-policy nexus; and enhancing our understanding of labour mobility opportunities.</p>
Training components and learning elements	<p>The fellow will gain practical experience with a regional, intergovernmental organisation in conducting research, analysing and synthesising findings, drafting written products, communicating about migration, and organising events on key migration issues. In all tasks, the fellow will receive guidance and feedback from analysts and advisors in the Policy Unit team. S/he will also have the chance to co/author a piece for ICMPD's Policy Insights blog.</p>
Participation in missions or training courses	<p>The fellow will be able to join internal policy discussions, which offer a glimpse into the organisation's work as well as policymaking and implementation more broadly. If it aligns with our schedule, the fellow would also be able to access training related to policy writing (e.g. commentaries and policy briefs).</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Migration studies, international relations, law, social or political science, development studies, economics, or related field
Language Skills	None, although the ability to conduct research in other European languages is an asset
Computer literacy	Computer proficiency in standard office software is required, and experience with data visualisation is an asset
Internship-related experiences	An interest in migration and migration policy is desired, and experience (academic, professional, and/or lived) is an asset
Additional skills/requirements	<ul style="list-style-type: none"><li>• Solid writing skills</li><li>• Understanding of research methods and migration data sources</li><li>• Strong communication and interpersonal skills</li></ul>
Additional comments	



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**Carlo Schmid Programme**  
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**Reference No.:** ICMPD2

**Department:** Policy and Liaison Unit, Brussels Mission  
**Keyword:** EU Migration and Asylum Policy

**Location:** Belgium, Brussels

**Section A: General Information**

Name of host organisation	International Centre for Migration Policy Development
Organisation's website	<a href="https://www.icmpd.org">https://www.icmpd.org</a>
Internship Coordinator and/or Focal Point	Sarah Schlaeger
Supervisor	Sarah Schlaeger
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The International Centre for Migration Policy Development (ICMPD) is an intergovernmental organisation with 19 member states tasked with promoting innovative and sustainable migration policies (two more states are in the accession process at the time of writing this vacancy). Founded by Austria and Switzerland in 1993, ICMPD works through a three-pronged approach: capacity building, migration dialogues, and research. ICMPD supports its member states, the EU and partner countries in all areas of migration management: asylum and international protection, combatting trafficking in human beings, border management, irregular migration, return and readmission, legal/labour migration, social cohesion and migration and development. With HQ in Vienna, ICMPD has more than 15 duty stations globally and UN observer status. ICMPD's Brussels Mission is the second largest duty station of the organisation. It hosts project teams of several EU-funded capacity building projects with a global reach and ensures coordination and liaison with EU Institutions, ICMPD and EU Member State representations, diplomatic missions and other</p>



	<p>relevant organisations. The Brussels Mission/ Policy and Liaison Unit (PoL Unit) is key to ICMPD's contribution to the European policy debate on migration and asylum issues. It acts as a link between ICMPD's work with partner countries and the EU, allowing its first-hand cooperation experience to feed back into EU policy. The PoL Unit monitors and analyses developments in the EU in order to feed information back to relevant staff and units, acting as a knowledge hub on EU affairs. It also coordinates events organisation such as expert roundtables and conferences. Under the supervision of the Senior Lead, Policy and Liaison, the intern will:</p> <p>Monitor and analyse EU policy and developments relevant to ICMPD's work (migration, EU affairs, development issues, foreign affairs etc.), drafting briefings for different ICMPD Directorates/Units; Represent ICMPD by attending regular relevant events and conferences in Brussels (think tank policy discussions, political events, and committee hearings in the European Parliament), draft event reports and dispatch them to relevant units; Conduct research for the Head of Brussels Mission/PoL Unit in preparation for events, international meetings or project opportunities; Carry out support tasks for the Brussels Mission liaison function with various European Institutions and strategic stakeholders in Brussels (ICMPD MS, think tanks, IGOs, NGOs etc.); Support the PSP Unit in events organisation (both content and logistics); Assist in the preparation of the Vienna Migration Conference, ICMPD's annual flagship conference on migration held in Vienna (research, content, logistics); Attend relevant meetings with the ICMPD Director/Head of Mission, the Senior Lead Policy and Liaison and other team members in the PoL Unit, note-taking.</p>
Training components and learning elements	<p>The fellow will further expand her/ his knowledge of the EU's legislative and institutional process, EU and global migration policies and frameworks. S/he will also be exposed to EU policy actors and become well acquainted with them (EU Institutions, Member States, think tanks, advocacy organisations etc.). S/he will work directly with a member of senior management, acquiring a solid understanding of the functioning of an international organisation, and ICMPD's work beyond the Brussels Mission.</p>
Participation in missions or training courses	<p>Subject to the needs of the PoL Unit, the fellow may partake in missions abroad (i.e. to HQ in Vienna or other ICMPD duty stations). During induction, s/he receives presentations from all Brussels-based projects on their work/activities and participates in ICMPD's mandatory induction day. Trainings and presentations are regularly organised (i.e. office wellbeing practices or external presentations by migration actors) and interns are strongly encouraged to attend.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No





Subjects	International relations, law, European studies, public administration, economics, social or political science, migration studies, public administration, international cooperation, project development and implementation, development studies etc.
Language Skills	Proficiency in French will be considered an asset.
Computer literacy	Computer proficiency (Excel, Word, Powerpoint), Outlook etc.
Internship-related experiences	Experience of working within an office environment, experience in working and drafting in English; solid understanding of migration issues and inter-institutional relations between EU bodies; very good organisational skills, including managing conflicting priorities and working towards tight deadlines; ability to work independently; ability to work effectively with colleagues from different cultural and professional backgrounds; good analytical and interpersonal skills; excellent communication skills, adaptability, and flexibility.
Additional skills/requirements	
Additional comments	The 2030 Agenda for Sustainable Development recognises that migration is a powerful driver of sustainable development, for migrants and their communities. The relationship between migration and development is complex; if migration is poorly governed, this can also hinder development and negatively affect countries of origin, migrants; and countries of destination. By supporting ICMPD's general commitment to good migration governance, the fellow will make a dedicated contribution to the objectives of the Agenda 2030.





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**Reference No.:** IFC1

**Department:** MAS LAC Upstream  
**Keyword:** Develop investment opportunities for sustainable development

**Location:** Mexico, Mexico City

**Section A: General Information**

Name of host organisation	International Finance Corporation
Organisation's website	<a href="https://www.ifc.org">https://www.ifc.org</a>
Internship Coordinator and/or Focal Point	Uyigue Omoma Idahosa
Supervisor	Uyigue Omoma Idahosa
Second Supervisor	Maria Paulina Mogollon

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>IFC is offering a position in the Upstream team in Latin America and the Caribbean (LAC) with a focus on one or more of the following sectors: Manufacturing, Agribusiness, Health, Education, Tourism, Retail and Property. Decarbonization and digitalization are key themes relevant to all sectors, with applications ranging from heavy-industry and building decarbonization to climate-smart agriculture and digital health and education. This position comprises the following tasks.</p> <ul style="list-style-type: none"><li>• Provide research and analysis on relevant sectors, markets, and companies, including market mapping, comparator analysis, and sector and company financial projections/models. Analyses are expected to include opportunities for decarbonization and digitalization where possible.</li><li>• Extract data from internal and external databases, manipulate and present data for various audiences and update/maintain information in relevant databases.</li><li>• Review, screen and prepare relevant documents and reports.</li><li>• Prepare documentation for IFC internal processes.</li></ul>



Training components and learning elements	Training will be provided on (i) internal systems and resources, (ii) relevant sectors and markets, and (iii) financial analysis, as required. The fellow will have access to the WBG online learning campus, offering self-paced and guided training on topics ranging from financial analysis; business, technical, and IT skills, to sector-specific training like climate-smart agriculture, carbon taxation, or green building design. As relevant, the fellow is invited to join Upstream learning sessions on topics such as trends in key sectors or global IFC projects.
Participation in missions or training courses	Missions to assess sectors and clients across Latin America are planned, subject to business needs and COVID-19 related travel restrictions.

### **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Bachelor's or Master's degree, preferably with a focus on economics, finance, law, international relations, or public policy. Applicants with degrees in public health, agricultural studies, engineering, or IT are strongly encouraged to apply.
Language Skills	Strong Spanish or Portuguese (fluency is not required). The ability to communicate in French is an asset, but no formal requirement.
Computer literacy	Advanced skills in Microsoft Word, Excel, and PowerPoint.
Internship-related experiences	Experience in financial institutions, consulting, or companies active in health, education, manufacturing, agribusiness, real estate, retail, or tourism is a plus.
Additional skills/requirements	<p>Successful applicants should fulfill at least four of below listed criteria and describe related experiences.</p> <ul style="list-style-type: none"><li>• Experience in working with multinational teams.</li><li>• Experience focused on climate change mitigation and / or adaptation in the real sector, which can include GHG emission measurement, emission target setting, etc.</li><li>• Experience with digitalization projects in manufacturing, agribusiness, health, education, tourism, retail, or property sectors.</li><li>• Passion to learn about different countries and sectors in the areas of health, education, manufacturing, agribusiness, real estate, and tourism.</li><li>• Strong qualitative, quantitative and analytical skills to gather and prioritize information and resources, compile data and prepare statistics, and to synthesize knowledge from diverse sources of information.</li><li>• Experience of living in a developing country or any country in Latin America.</li><li>• Demonstrated ability to work flexibly on a range of assignments and prioritize a variety of complex evolving tasks while paying excellent attention to detail and quality.</li><li>• Willingness to travel as needed (subject to safety regulation, particularly regarding the outbreak of COVID-19).</li></ul>



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Additional comments	As a precondition to enter WBG offices, we require full vaccination.
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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** IFC2

**Department:** Waste & Circularity, Urban Infrastructure  
**Keyword:** Sustainable waste management and circular economy

**Location:** United States, Washington, D.C.

**Section A: General Information**

Name of host organisation	International Finance Corporation
Organisation's website	<a href="https://www.ifc.org">https://www.ifc.org</a>
Internship Coordinator and/or Focal Point	Nuru Lama
Supervisor	Nuru Lama
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The role of the technical analyst consists of assisting the IFC Waste &amp; Circularity (W&amp;C) team in deepening IFC's engagement in this sector and help deliver our annual program. The assignment will include:</p> <ul style="list-style-type: none"><li>• Technical support to the Senior Industry Specialist in project assessment for IFC financing and advisory support, working with clients globally. Assist with review of project information and technical documentation during early assessment and project appraisal phase</li><li>• Technical support to the W&amp;C team on industry research, including on technology, focused areas for recycling of various waste resources, market trends, industry players and regulations such as extended producer responsibility (EPR)</li><li>• Participate in dialogues with internal (e.g. World Bank) and external partners on waste management and related aspects of climate &amp; sustainability</li><li>• This will benefit from an engineering background, knowledge of the solid waste management (municipal, industrial) sector, with</li></ul>



	preference for candidates with knowledge and interest in the recycling and recovery value chain. Excellent written and oral English language, and rapid assimilation of waste related issues will be a plus.
Training components and learning elements	<p>The Technical Specialist / Analyst will receive extensive training, development and monitoring on:</p> <ul style="list-style-type: none"><li>• IFC's approach to waste management and circular economy</li><li>• Project assessment globally with financing considerations</li><li>• World Bank Group role, perspective and knowledge</li><li>• Learning about waste market dynamics, challenges and opportunities</li><li>• Preparing and delivering presentations on waste management, circularity and climate</li><li>• Learning about using blended and concessional finance to support investments in the waste sector</li></ul>
Participation in missions or training courses	The person will work closely with the Industry Specialist and the Waste & Circularity team at IFC. There will be a significant level of on-the-job training, working closely with senior, experienced professionals in the team. The candidate will also attend a number of trainings available at IFC and World Bank related to climate, sustainability and financing that will be very useful. In considering project technical assessment and supporting the team on business development and deepening market knowledge, the candidate will have opportunity to travel to relevant client meetings or events.

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	Not relevant
Subjects	This secondment would suit an engineering graduate with a masters degree related to waste management, recycling or circular economy. It is not suitable for a finance or economics students.
Language Skills	Fluency in English is most important for the role as they will write and communicate in English. Other languages, such as Spanish, French and Portuguese would be welcome but are not required.
Computer literacy	They will need to computer literate in the MS Office packages but no other computer literacy is required.
Internship-related experiences	Technical experience in the waste management and recycling / circular economy segments. Some knowledge of investment and emerging markets would be welcome but not necessary.
Additional skills/requirements	We would welcome a bright, capable and enthusiastic candidate who is a self-starter and a quick learner.
Additional comments	This is a great opportunity to gain experience in the waste management and circular economy sector in a major multi-lateral development bank. There is today a lot more focus and business opportunity in the waste and circular economy space, and we are motivated to play a significant role in developing countries to accelerate sustainable waste management with an emphasis on harnessing the resource value from waste to support the transition to a circular economy world. In this context, we are confident the candidate will have a rewarding experience.



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Placement Offer 2024/2025  
(Programme line B)

<b>Reference No.:</b>	<b>IFC3</b>
<b>Department:</b>	<b>Impact Management and Reporting Unit, Development Impact Measurement Department</b>
<b>Keyword:</b>	<b>Economics; development impact; results measurement; data; climate change; sustainable finance; ESG</b>
<b>Location:</b>	<b>United States, Washington, D.C.</b>

**Section A: General Information**

Name of host organisation	International Finance Corporation
Organisation's website	<a href="https://www.ifc.org">https://www.ifc.org</a>
Internship Coordinator and/or Focal Point	Kalyan Neelamraju
Supervisor	Khondoker Tanveer Haider
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.10.2024 - 31.03.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Development Impact Measurement Department (CDI) is part of the Economics &amp; Private Sector Development Vice Presidency. It is responsible for developing methodologies and assessing the development impact of IFC operations. This includes implementing the ex-ante development impact framework (the Anticipated Impact Measurement and Monitoring system or AIMM); measuring development impact during the investment project life cycle; conducting ex-post empirical evaluations; and collaborating with and convening the global impact investing community.</p> <p>CDI is recruiting a Fellow for the Impact Management and Reporting Unit, which includes approximately 20 staff, comprising Economists and Results Measurement Specialists working on the continued improvement of AIMM methods and processes; the estimation of climate, environmental and social sustainability impacts of IFC investments; economic modeling; and impact evaluation. The unit's work program also encompasses support for</p>



	<p>IFC's corporate reporting activities and results measurement support for advisory services projects related to climate, ESG, gender, and inclusive business.</p> <p>CDI is seeking a high-performing and motivated Economist with academic and/or professional experience in sustainability space, preferably in climate change. The Economist is expected to work with the Sustainability Lead in undertaking the tasks listed below:</p> <ul style="list-style-type: none"><li>• Contribute to the implementation of IFC's impact management system (AIMM) by conducting the following: (a) providing guidance to Economists/Results Measurement Specialists on ex-ante assessment and monitoring of climate related projects; (b) conducting data collection to build data repository to support the impact assessment of climate related projects and undertaking quantitative analysis on collected data; and (c) preparing brief notes on the current status of sustainable finance markets and adoption of sustainable practices/policies/frameworks.</li><li>• Contribute to existing and upcoming analytical work related to climate by (i) preparing research proposals; (ii) performing literature review; (iii) developing dashboard by aggregating climate related data from external sources; (iv) designing questionnaire to collect data from the market; (v) undertaking quantitative analysis using statistical software packages; and (vi) producing write-ups/brief notes summarizing key findings.</li><li>• Contribute to organizing knowledge sessions and workshops for Economists/Results Measurement Specialists on climate related topics to enhance capacity of staff in assessing climate related outcome claims and to raise awareness on new topics.</li></ul>
Training components and learning elements	The intern will be provided training on IFC systems and processes, particularly related to how development impact is assessed and monitored at IFC. The intern may also access WBG learning resources to undertake training on a wide variety of topics.
Participation in missions or training courses	There is a strong potential for the intern to participate in at least one mission during the tenure of the position, though travel may be restricted depending on external factors like the Covid-19 global pandemic.

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Economics or Environmental or Natural Sciences
Language Skills	The ability to communicate in Spanish, French, Portuguese, Arabic, Russian, Chinese, or other widely-spoken languages would be an asset for the position but is not required. Among the UN official languages, Spanish and French are the most commonly used in
Computer literacy	Advanced proficiency in Microsoft Word, Excel and Power Point. Experience with visualization tool/statistical analysis is a plus.
Internship-related experiences	





Additional skills/requirements	<ul style="list-style-type: none"><li>• Prior experience in international development is a plus.</li><li>• A dynamic, independent and highly-organized professional with enthusiasm to learn and an ability to work effectively in fast-paced and multi-cultural teams.</li><li>• Demonstrated ability to work flexibly on a range of assignments and prioritize a variety of complex evolving tasks. • Demonstrated ability to effectively provide professional support to staff, including working with teams.</li><li>• Demonstrated ability to manage multiple and competing demands while still paying attention to detail and ensuring quality of products.</li><li>• Willingness to travel as needed.</li></ul>
Additional comments	Sister unit (CDIMA) at IFC has housed multiple Carlo Schmid fellows.





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<b>Reference No.:</b>	<b>IISD1</b>
<b>Department:</b>	<b>Energy program</b>
<b>Keyword:</b>	<b>Energy transition; fossil fuel public finance tracking; RE public finance tracking</b>
<b>Location:</b>	<b>Switzerland, Geneva</b>

**Section A: General Information**

Name of host organisation	International Institute for Sustainable Development
Organisation's website	<a href="https://www.iisd.org">https://www.iisd.org</a>
Internship Coordinator and/or Focal Point	Chantal Steiner
Supervisor	Lukas Welker
Second Supervisor	Nhat Do

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The intern will work within the international tracker team of the Energy program at IISD responsible for the Energy Policy Tracker (EPT) and the Fossil Fuel Subsidies Tracker (FFST) as well as the producer of related reports such as The Inequality and Poverty Dashboard or Fanning the Flames: G20 provides record financial support for fossil fuels. In addition to pursuing these projects, the team is currently developing a tool for tracking public renewable energy subsidies.</p> <p>Depending on the intern interest and profile, here are some of the tasks she/he might be assigned:</p> <p>To assist with the development of research and communications materials based on the data from the trackers. This may include analysis of data and the development of narratives and stories based on cross-country comparison and experience.</p> <p>To work with partners of the different trackers, join meetings and calls with partners, and collaborate to manage the maintenance and improvement of the trackers successfully.</p>



	Support the research of automating data collection activities for the trackers. Support research on identification of experts and organizations of interest to the Energy Program for potential collaboration on automation of energy policy research and energy data. Support research on AI tools and Data Automation training opportunities for the Energy Program.
Training components and learning elements	Policy analysis, Data analysis and visualization, stakeholder engagement.
Participation in missions or training courses	

### **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	Yes
Subjects	Energy economics, international policy analysis, environmental sciences, international governance, international economics, and data analytics.
Language Skills	Not required but highly rated - Spanish, French, Chinese or Russian
Computer literacy	Required - Microsoft Office and Excel (pivot table) Not required but highly rated - Data visualization tools such as PowerBI or Tableau; Microsoft: Lists, Forms, SharePoint.
Internship-related experiences	Not required but highly rated: experience with using coding languages including Python, R, or AI tools and automation for qualitative data gathering and analysis. Experience with data visualization tools such as PowerBI or Tableau.
Additional skills/requirements	Academic writing capacities such as literature review
Additional comments	



**Carlo Schmid Programme**  
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Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** IISD2

**Department:** Economic Law and Policy - Infrastructure & Finance program  
**Keyword:** Sustainable development, sustainable finance, nature-based solutions, sustainable infrastructure

**Location:** Switzerland, Geneva

**Section A: General Information**

Name of host organisation	International Institute for Sustainable Development
Organisation's website	<a href="https://www.iisd.org">https://www.iisd.org</a>
Internship Coordinator and/or Focal Point	Chantal Steiner
Supervisor	Liesbeth Casier
Second Supervisor	David Uzsoki

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	The intern will support the projects of the Infrastructure & Finance program at IISD. The Infrastructure & Finance program works with policy makers to make the case for investing in sustainable infrastructure. We have developed a research methodology - the Sustainable Asset Valuation (SAVi) methodology - which we use in our work on sustainable transport infrastructure and nature-based infrastructure. The program also leads the Nature-Based Infrastructure (NBI) Global Resource Centre. The NBI Centre is a flagship initiative of IISD and focuses on economic and financial analysis of infrastructure and climate adaptation services that nature provides. This global initiative includes work in more than 20 countries, encompasses research and data analysis and capacity building activities for different stakeholders. Our work on sustainable finance focuses on finding financing solutions for investment in nature. Finally, the program also has a focus on sustainable mobility and transport infrastructure, in particular in emerging economies, where investment in sustainable transport is



	<p>a critical element of climate mitigation strategies. Across these subject, the intern will be assigned a variety of tasks. These will include, among others: research and policy analysis, support the organization of virtual or in-person workshops and capacity building events, writing a blog or article for publication on the IISD website. The intern will also have the opportunity to attend meetings with external stakeholders, including government representatives from various countries.</p>
Training components and learning elements	<p>The internship will offer the opportunity to learn and conduct applied research in the area of sustainable development, climate mitigation and adaptation. The intern will also be offered the opportunity to improve English writing and presentation skills. As part of a 12 - 15 people team, the intern will interact with different colleagues and benefit from their knowledge. The intern will work in close collaboration and on a day to day basis with their supervisor. Being hosted at the IISD Geneva office, there will be plenty of occasions during which the intern will also be able to engage and interact with other IISD teams and their interns.</p>
Participation in missions or training courses	<p>This will be subject to the projects that we will have on-going during the time of the internship. There is currently no travel envisioned for the intern, as a lot of our work and engagement with stakeholders has moved to a virtual environment. Geneva offers a variety of events and workshops in the international environment and development space, with large representation of UN entities and the intern will be asked to attend these as a learning experience.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	Yes
Subjects	Economics, social science, political science, environmental sciences, international relations, or relevant interdisciplinary program or equivalent
Language Skills	Working knowledge of French or Spanish would be an asset, but the only prerequisite is C1 level of English.
Computer literacy	Microsoft Word (advanced) and Excel (basic) Use of Sharepoint and Teams is an asset.
Internship-related experiences	The fellow does not need to have prior internship experiences.
Additional skills/requirements	We are looking for interns with a "can-do" and pro-active attitude, as well as open to learning and new experiences.
Additional comments	We had great experience with Carlo Schmid fellows in the past. (Some of our current staff started as CS fellow with our program)



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Placement Offer 2024/2025  
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<b>Reference No.:</b>	<b>IMO-WMU</b>
<b>Department:</b>	<b>Sasakawa Global Ocean Institute</b>
<b>Keyword:</b>	<b>Plastic pollution, plastic treaty negotiations, ocean governance, law of the sea, sustainability</b>
<b>Location:</b>	<b>Sweden, Malmö</b>

**Section A: General Information**

Name of host organisation	International Maritime Organisation- World Maritime University
Organisation's website	<a href="https://www.wmu.se">https://www.wmu.se</a> and <a href="https://www.wmu.se/goi">https://www.wmu.se/goi</a>
Internship Coordinator and/or Focal Point	Elnaz Barjandi
Supervisor	Dr. Aleke Stöfen-O'Brien
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The World Maritime University (WMU) was established by the International Maritime Organization, a specialized agency of the United Nations, in 1983. WMU's mission is to be the world centre of excellence in postgraduate maritime and ocean education, professional training and research, while building global capacity and promoting sustainable development.</p> <p>The intern will be working within the WMU-Sasakawa Global Ocean Institute (GOI) which was established in 2018 as an integral part of the WMU. Its vision is to act as a world-leading center of excellence for ocean research, dialogue, capacity building and policy support in meeting ocean obligations. Accordingly, the GOI addresses existing and emerging challenges in contemporary ocean governance and opportunities associated with commitments under the United Nations 2030 Agenda for Sustainable Development of 2015.</p> <p>Currently, efforts are underway to develop a global plastic treaty under the auspices of the UN Environment Programme. The</p>



	<p>development of a legally binding instrument on plastic pollution, including in the marine environment, requires the engagement and involvement of a broad range of stakeholders and actors.</p> <p>The intern will be assigned to conduct and engage with associated aspects of the development and negotiation of a plastic treaty. This may include engaging in research on the role of non-state actors in treaty-making or developing approaches on how to integrate climate change considerations or shipping aspects in a potential plastic treaty. In doing so, the intern supports the work undertaken at the World Maritime University, in particular in support of global processes including that of negotiating a new UN Plastic Treaty. The detailed description of project and tasks are presented below:</p> <p>Carry out research and analysis on different aspects related to the negotiation of a global plastic treaty, such as non-state actors or the engagement of specific sectors as contributors to plastic pollution. The intern may also be invited to develop ideas and work towards broader equity questions in international environmental law and law of the sea.</p> <p>Contribute to the promotion of the strategic framework, research agenda and capacity building initiatives for the GOI, including the organization of related regional and global events.</p> <p>Support the delivery of WMU outreach and training activities, including liaising with the external collaborators and partners in capacity development</p>
Training components and learning elements	<p>The Interns will benefit from the following learning elements</p> <p>On-the-job training in state-of-the-art sustainability research methods, analysis, research, presentation and writing skills.</p> <p>Where appropriate, contribute to academic or policy publications.</p> <p>Have an outstanding opportunity to build collaborative and international networks and rewarding professional relationships, on intramural and extramural level including with colleagues working with ocean-oriented institutions within and beyond the UN system.</p> <p>Experience in the organization of training workshops and events.</p> <p>Mentorship will be provided by senior professors and researchers at the World Maritime University.</p> <p>Completion of the internship will strengthen the intern's project management and outreach coordination, as well as the creation of visual material skills through on-the-job training.</p> <p>Exposure to numerous international conferences and initiatives.</p> <p>Exposure to a multicultural working environment and interact with colleagues from different academic, professional and cultural backgrounds.</p>
Participation in missions or training courses	<p>The Carlo-Schmid-Fellow has the opportunity to partake in the many training offers provided by the University, depending on the specific interests and educational background.</p> <p>The intern will also have the opportunity to participate in meetings and workshops organised by the University as well as other UN system bodies and other international organizations, as may be possible.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
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Enrollment duration of the internship	No
Subjects	international relations, law, sustainability studies, policy development, negotiations/diplomacy, ocean related disciplines
Language Skills	Fluency of written and spoken English. Knowledge of other UN languages is an advantage
Computer literacy	Knowledge and experience with Google Suite applications and of the Microsoft Office (Word, Excel, PPT). Further knowledge and experience of other IT tools and applications (GIS, Statistics, Adobe, Design, video etc:) is an added advantage
Internship-related experiences	Research-oriented internship or policy and outreach support and experiences in international NGOs and/or institutions would be an asset
Additional skills/requirements	Desirable skills of best qualified candidate <ul style="list-style-type: none"><li>• An interest in a broad set of questions relating to ocean governance and in interdisciplinary training and research is desirable</li><li>• Ability to think independently and critically, self-development, initiative-taking</li><li>• Communicates effectively when working in teams and independently</li><li>• Good in organizing and structuring various tasks and responsibilities</li><li>• Solutions and goal oriented mind-set</li><li>• Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability</li><li>• Responds positively to feedback and differing points of view</li><li>• Consistently approaches work with energy and a positive, constructive attitude</li></ul>
Additional comments	





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**Carlo Schmid Programme**  
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Placement Offer 2024/2025  
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**Reference No.:** International IDEA1

**Department:** EU Liaison  
**Keyword:** International IDEA EU Liaison

**Location:** Belgium, Brussels

**Section A: General Information**

Name of host organisation	International Institute for Democracy and Electoral Assistance
Organisation's website	<a href="https://www.idea.int">https://www.idea.int</a>
Internship Coordinator and/or Focal Point	Elizabeth Adu-Lowson
Supervisor	Marilyn Neven
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	International IDEA's Europe Programme is located at the heart of the EU in Brussels. It interacts daily with the EU and its institutions and as such is actively engaged in EU resource mobilization and supporting and influencing EU policies related to democracy for the Institute. This concerns policies for democracy both within and outside the EU. For 2024-2025, it places particular emphasis on 1) influencing the next European Commission's agenda, 2) the renewal of the EU's external democracy policy and 3) the influence of ICT on democracy, including areas such as ethical online political campaigning and cybersecurity in elections. Outside the EU, the International IDEA Europe Programme also supports the efforts of the EU and EU Member States in the European Commission's Team Europe Democracy initiative and the Summit for Democracy process and develops regional and country programmes in the Western Balkan and Eastern Europe regions. Focus topics include digital democracy, youth participation, women's empowerment and climate change and democracy. Both advocacy and programme components provide a dynamic





	<p>environment. To support this work, the Europe Programme is looking for an intern that has a strong interest in the EU and both European and global discussions on the future of democracy. The intern, under the guidance of the Programme Manager EU Liaison, shall perform the following tasks:</p> <ol style="list-style-type: none"> <li>Support colleagues in enhancing International IDEA's profile, visibility and influence at EU institutions, democracy organizations and actors, and International IDEA Member States.</li> <li>Support the drafting of strategic analysis and policy papers on EU democracy policies.</li> <li>Support colleagues in reinforcing existing relations, developing partnerships, and enhancing cooperation with the EU.</li> <li>Track important EU legislative and non-legislative policy developments in the field of digital democracy, including online political advertising, Defence of Democracy, and cybersecurity in elections.</li> <li>Supports the office in helping the EU and its Member States contribute to the Summit for Democracy process.</li> <li>Contribute to the organization of events and building initiatives with communication, administrative and substantive support.</li> <li>Interact with a broad group of Brussels-based democracy support organizations, as well as relevant partners elsewhere in Europe.</li> <li>Performs any other tasks as requested by the Programme Manager EU Liaison, the Head of Regional Europe Programme, and/or any other person designated by them.</li> <li>Actively integrates the inclusion of a gender and diversity perspective in all activities.</li> </ol>
Training components and learning elements	<p>The intern is expected to benefit from the position by gaining insights, experience and knowledge on:</p> <ul style="list-style-type: none"> <li>EU decision making processes, including the interaction between EU Institutions, EU Member States and civil society;</li> <li>The development of key democracy policies at EU level, including in the field of technology and democracy, gender equality and external democracy support; and</li> <li>The involvement of the EU in global democracy debates, including through the Summit for Democracy process.</li> </ul> <p>The intern will also have the opportunity to develop his/her analytical and research skills. The objective of the internship is to provide a learning opportunity for an interested and talented student within a relevant study area. The intern is expected to act as part of the team, learning from all team members in their different capacities.</p>
Participation in missions or training courses	<p>We will examine opportunities for the intern to go on mission, depending on the exact project focus and tasks. The fellow will be able to participate in any institutional training courses that International IDEA offers.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
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Enrollment duration of the internship	No
Subjects	Legal studies, political science, international relations or a related field
Language Skills	French language skills would be an asset.
Computer literacy	Basic computer literacy is required. Knowledge of Microsoft Office package (including Excel) and Internet; Knowledge of information management systems.
Internship-related experiences	Understanding of EU and its institutions is required. Experience in EU-advocacy would be an asset.
Additional skills/requirements	<ul style="list-style-type: none"><li>• Analytical, drafting, and problem-solving skills;</li><li>• Ability to appreciate diversity and work as part of a team in such an environment;</li><li>• Ability to assess, manage and structure information;</li><li>• Good interpersonal skills.</li></ul>
Additional comments	



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<b>Reference No.:</b>	<b>International IDEA2</b>
<b>Department:</b>	<b>Climate Change and Democracy, Global Programmes</b>
<b>Keyword:</b>	<b>Climate Change and Democracy</b>
<b>Location:</b>	<b>Sweden, Stockholm</b>

**Section A: General Information**

Name of host organisation	International Institute for Democracy and Electoral Assistance
Organisation's website	<a href="https://www.idea.int">https://www.idea.int</a>
Internship Coordinator and/or Focal Point	Elizabeth Adu-Lowson
Supervisor	Matthias Jäger
Second Supervisor	David Rosen

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The International Institute for Democracy and Electoral Assistance (International IDEA) is a leading intergovernmental organization in the field of international democracy promotion. At the end of 2022, International IDEA launched a new programme designed to address the nexus between climate change and democracy in the framework of its institutional strategy for 2023-2027.</p> <p>The programme considers how the climate crisis impacts democratic governance and how democracies can take advantage of their specific assets to promote climate change mitigation and adaptation. Developing the appropriate climate policies poses a challenging test for democracies' ability to cooperate and confront this highly complex global challenge. Adequate and ambitious policy responses are needed for democracy to remain a legitimate and credible political system for young people and future generations.</p> <p>International IDEA's Climate Change and Democracy programme works on knowledge production, policy advocacy, convening of dialogues, and capacity development, building on the Institute's</p>



	<p>almost 30 year-long expertise and experience at a global, regional, and country level. While the programme in 2024 will be a well-established component of International IDEA's Global Programmes, the fellow will still have ample opportunities to impact and influence the directions of this relatively new work going forward.</p> <p>Under the guidance of his/her mentor and other team members, the fellow will undertake a broad range of qualified activities to support the programme:</p> <ul style="list-style-type: none"><li>• The fellow will actively contribute to the conceptualization, research, and development of a comparative knowledge publication on the institutional design and democratic innovations for effective climate action (such as ombudspersons for climate or commissioners for future generations). The work will require active efforts to collect, capitalize and compare the diverse experiences of the organization's Member States. It will form a valuable addition to the programmatic components of the workstream and provide an excellent opportunity for outreach and dialogue among Member States.</li><li>• The fellow will conduct research on all thematic aspects of the climate change and democracy nexus. The research will support the dissemination of two global comparative knowledge products on the thematic priorities of climate litigation and climate deliberation in the Global South. The fellow will be invited to contribute to the conceptualization and development of relevant follow-up projects and efforts in these two thematic priority areas.</li><li>• The fellow will actively work to support the efforts by the Climate Change and Democracy team to work with Member States, non-Member States, donors (e.g., EU), multilateral organizations, and private foundations to create the financial partnerships for carrying out regional and country-level programmatic interventions.</li><li>• The fellow will support in the research and preparation of policy advocacy efforts by International IDEA at the 2024 UN Climate Change Conference (UNFCCC COP 29) in November 2024, placing democracy at the heart of the climate discussions. International IDEA is accredited as an observer to the UNFCCC process and a Permanent Observer to the UN General Assembly.</li><li>• The fellow will actively contribute to advise and support the programming and mainstreaming of Climate Change and Democracy among other thematic units in the Global Programmes, and regional offices (Asia and the Pacific, Africa and West Asia, Europe, and Latin America and the Caribbean). This will offer valuable new perspectives and knowledge of democracy building in the respective regions.</li><li>• The fellow will play a leading role in mapping the potential partner organizations and finding entry points for collaboration and engagement; and assisting with planning and conducting of meetings, conferences, and seminars on the climate change and democracy nexus.</li></ul>
Training components and learning elements	<p>The fellow will benefit from the position by:</p> <ul style="list-style-type: none"><li>• Having the unique opportunity to be part of the global and regional discussions on climate change mitigation and</li></ul>



	<p>adaptation through the lenses of democratic governance, and to contribute to developing a leading intergovernmental organization's work on the issue;</p> <ul style="list-style-type: none"><li>• Understanding the opportunities and challenges to democracy and democracy support at a global, regional and country level;</li><li>• Gaining first-hand insight into policy-influencing work on the climate change and democracy nexus, as well as advocacy and outreach to strengthen democratic values;</li><li>• Gaining a diverse global network of motivated democracy and climate change experts and practitioners, including the members of the Expert Advisory Group for International IDEA's climate change and democracy work;</li><li>• Acquiring experience in designing and implementing research and comparative knowledge production projects. Actively participating in events related to the climate change and democracy nexus and acquiring insights on research and policy fronts at the national, regional, and global level;</li><li>• Understanding and managing relationships with some of the most influential global stakeholders in democracy support, including partner organisations, think tanks and donors;</li><li>• Developing familiarity with the tools and methodologies used for supporting democratic institutions and actors worldwide;</li><li>• Learning about and connecting the dots between strategies, programmes, day-to-day activities and results achieved;</li><li>• Getting familiar with resource mobilization processes at an intergovernmental organization;</li><li>• Gaining a direct insight into the working processes and the organisation of an intergovernmental organisation, including understanding the roles of its Member States and Board of Advisers.</li><li>• Joining a diverse, highly competent and motivated team of colleagues in Stockholm, with the opportunity to liaise and co-operate with a broad range of regional and country-level staff.</li></ul>
Participation in missions or training courses	<ul style="list-style-type: none"><li>• To the extent possible, the fellow is envisioned to participate in missions to conferences, seminars, and partner meetings (both online and in-person). The detailed mission plans for the second half of 2024 are set in early 2024, and the participation of the fellow in relevant missions will be factored into mission planning.</li><li>• The fellow will frequently attend conferences and meetings on the nexus of the climate change and democracy in Sweden.</li><li>• Professional development opportunities are available to the fellow, including on the work methods, tools and frameworks used by International IDEA in its democracy promotion work.</li><li>• The fellow will also be given ample opportunities to develop functional skills such as communication, presentation, writing, and monitoring and evaluation, that are essential to successfully compete in international job environments.</li><li>• The fellow will also take part in a range of in-house democracy and democracy building seminars, trainings and conferences on a broad range of topics, held by in-house staff experts and invited experts.</li></ul>



## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Political science, International Relations, Law, Development Studies, Climate Change, Sustainability or Environmental Studies, or a related field.
Language Skills	
Computer literacy	Experience and fluent use of Microsoft Office package (in particular Word, Excel, and PowerPoint).
Internship-related experiences	Experience with research and developing concise and convincing analyses. Knowledge of and experience with intergovernmental organizations is not required but a plus.
Additional skills/requirements	Analytical and problem-solving skills; good communicator and team player; good analytical and writing skills and the ability to formulate and summarize complex issues in an accessible way; enthusiasm, creativity, and passion for the topics we work on.
Additional comments	



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**Carlo Schmid Programme**  
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Placement Offer 2024/2025  
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<b>Reference No.:</b>	<b>International IDEA3</b>
<b>Department:</b>	<b>Tunisia Programme</b>
<b>Keyword:</b>	<b>Constitution Building, Elections, Political Participation</b>
<b>Location:</b>	<b>Tunisia, Tunis</b>

**Section A: General Information**

Name of host organisation	International Institute for Democracy and Electoral Assistance
Organisation's website	<a href="https://www.idea.int">https://www.idea.int</a>
Internship Coordinator and/or Focal Point	Elizabeth Adu-Lowson
Supervisor	Khameyel Fenniche
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>The intern, under the guidance of the Head of Programme will execute a range of activities to support the thematic leads through conducting research and implementing activities on issues relating to Constitution Building, Electoral Processes and Political Participation in the Africa and West Asia Sub-Regional Office.</p> <ul style="list-style-type: none"><li>• Support the development of papers, publications, and surveys on gender, youth in politics, efficiency of current constitutions in the region, and democracy in conflict and post-conflict countries</li><li>• Conduct desk research on topics related to democracy, peacebuilding, electoral developments, inclusion and other related topics.</li><li>• Support outreach and contact with the diplomatic community in the region, both to International IDEA's 34 Member States and the representations of other countries</li><li>• Support the organization of missions by drafting country profiles and conducting other relevant research</li><li>• Support the organization of meetings, conferences, and seminars on democracy-related topics.</li></ul>





	<ul style="list-style-type: none"><li>• Work with the thematic leads in the Tunisia office on resource mobilization efforts with member states and other donors, particularly by supporting them in the drafting of project documents including narrative proposals and concept notes.</li></ul>
Training components and learning elements	<p>The fellow will benefit from the position by:</p> <ul style="list-style-type: none"><li>• Understanding the opportunities and challenges to democracy and democracy support in the world today at a global, regional and country-specific level;</li><li>• Gaining a first-hand insight into policy-influencing work on democracy and advocacy and out-reach work to strengthen democratic values;</li><li>• Gaining a global network of motivated democracy experts and learning from their collective expertise;</li><li>• Understanding and managing relationships with some of the most influential global stakeholders in democracy support, including partner organizations, think-tanks, and donors;</li><li>• Developing familiarity with the tools and methods used for supporting democratic institutions and actors;</li><li>• Learning about and connecting the dots between strategies, programmes, day-to-day activities and results achieved;</li><li>• Getting familiar with resource mobilization processes at an intergovernmental organization.</li><li>• Analyzing and presenting to colleagues the policies and the priorities of the major donors and multilateral institutions supporting democracy;</li><li>• Following and understanding how senior management and leadership work in a global intergovernmental institution,</li><li>• Understanding the considerations and political discretion of working in Tunis Office.</li></ul>
Participation in missions or training courses	Many missions are planned for 2024. The Tunis Office will examine opportunities to include the fellow in the mission trip if there is a relevant mission during the time the fellow is working with International IDEA.

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Political science; international relations; human rights law; development studies or any related field
Language Skills	French and Arabic language skills would be assets.
Computer literacy	Strong knowledge and fluency of Microsoft Office package (including Excel and PPT). MS Project is an asset. Comfort in developing and conducting online meetings and events via tools such as Teams, WebEx, etc.
Internship-related experiences	Experience with research and developing concise and convincing analysis. Knowledge of and experience with intergovernmental organizations is not required but a plus.





Additional skills/requirements	<p>Analytical and problem-solving skills.</p> <ul style="list-style-type: none"><li>• Communications and writing skills, and an ability to formulate and summarise complex issues in an accessible way.</li><li>• Flexible mindset, and comfort in a fast-paced environment.</li><li>• Ability to appreciate diversity and work in a highly diverse work environment.</li><li>• Ability to assess, manage and structure information.</li><li>• Good interpersonal and cooperation skills.</li></ul>
Additional comments	



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**Carlo Schmid Programme**  
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<b>Reference No.:</b>	<b>Interpeace</b>
<b>Department:</b>	<b>Peace Responsiveness Section, Programme Management Unit</b>
<b>Keyword:</b>	<b>Peacebuilding</b>
<b>Location:</b>	<b>Ivory Coast, Abidjan</b>

**Section A: General Information**

Name of host organisation	Interpeace, International Organization for Peacebuilding
Organisation's website	<a href="https://www.interpeace.org/">https://www.interpeace.org/</a>
Internship Coordinator and/or Focal Point	Andreas Luis Hahn
Supervisor	Alban Rodrigue Sutong-Nooma Tapsoba, West Africa Peace Responsive Programming Manager
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>This fellowship will support Interpeace's Peace Responsiveness work at the intersection of policy and practice. The core mission is to support organizations in becoming more conflict-sensitive in their operations and help them recognize the positive contributions they can make to peace within the context of their technical programming. Under the supervision of the West Africa Peace Responsive Programming Manager, the fellow will help to enable international (UN agencies and INGOs) and regional organisations to contribute more effectively to peace through the peace-enhancing quality of their own humanitarian, development, and stabilisation interventions. As climate security becomes a bigger part of Interpeace's portfolio, and is increasingly relevant in the Sahel, the fellow will also have an opportunity to support this part of the workstream.</p> <p>Specific tasks:</p> <ul style="list-style-type: none"><li>• Supporting the delivery of programme activities in accordance with the programme/project workplans</li><li>• Support Interpeace's climate security work through analysis,</li></ul>



	<p>drafting of research and support to ongoing programmes</p> <ul style="list-style-type: none"><li>• Support the development of trainings, tools, guidance frameworks and case studies for partners</li><li>• Support communication efforts</li></ul>
Training components and learning elements	<p>The Fellow will undergo a proper induction at both the Abidjan Office and with colleagues at the global level. This includes introductory discussions with the colleagues of the different programmes, key documentation and audio-visual material on Interpeace's approach to peacebuilding, specific programme activities, as well as an online induction into the global Interpeace operations. The fellow will also be invited to participate at the Peace Responsiveness Online Training and receive an official Interpeace certificate. The fellow will also benefit from structured exchanges and knowledge-exchanges organized by Interpeace's Learning Unit.</p>
Participation in missions or training courses	<p>The intern is encouraged to take part in the trainings, workshops and retreats of Interpeace. Travel to other country programmes has been possible in the past, but cannot be guaranteed and is contingent on need, funding and security concerns.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	Not relevant
Subjects	<p>All areas of study are welcomed. Areas related to international relations, peace and conflict studies, human rights, political science, sociology, anthropology, communication or journalism are especially welcomed.</p>
Language Skills	<p>Fluency in English and French required. French skills should fulfil the C1 (CEFR) requirements. English can be B2 if French skills are C1 or more.</p>
Computer literacy	<p>Interpeace works with Office365, with Teams being the primary tool of collaboration. Thus, general Microsoft Windows and Office skills are required. Experience with video or graphics software as well as statistical programmes is considered an asset.</p>
Internship-related experiences	<ul style="list-style-type: none"><li>• International experience an asset</li><li>• Demonstrated knowledge and interest in peacebuilding (social cohesion, conflict sensitivity, reconciliation, trust building, dialogue, radicalization, dynamics of violence etc.)</li><li>• Demonstrated ability to organize, plan and prioritize work tasks</li><li>• Demonstrated experience in research and writing</li><li>• Demonstrated verbal and written communication skills in a professional context</li><li>• Ability to work closely together with colleagues in a team and independently</li><li>• Flexibility</li><li>• Aptitude to adapt to a different context regarding security, culture, climate and health issues, demonstrated by at least 3 months of experience outside of country of origin is considered an asset</li><li>• Demonstrated interest (e.g. work, studies, travels) in West Africa or the Sahel region is considered an asset</li></ul>



Additional skills/requirements	<ul style="list-style-type: none"><li>• Be a critical thinker</li><li>• Identify with Interpeace's core objectives of supporting locally owned peacebuilding processes and supporting the international community's efforts to support local peacebuilding capacities</li><li>• Enjoy integrating into a dedicated, dynamic and international team</li><li>• Want to make his/her contribution to peacebuilding dynamics in West Africa and/or the Sahel region</li><li>• Value dialogue processes, local perspectives, policy development and the principle of local ownership</li><li>• Be motivated to closely collaborate with our national partner/ team in each country programme</li><li>• Have a strong desire to learn more about peacebuilding and conflict prevention</li></ul>
Additional comments	



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**Carlo Schmid Programme**  
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Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** IOM1

**Department:** Labour Mobility and Social Inclusion  
**Keyword:** Labour mobility, social inclusion

**Location:** Austria, Vienna

**Section A: General Information**

Name of host organisation	International Organization for Migration
Organisation's website	<a href="https://www.iom.int/">https://www.iom.int/</a>
Internship Coordinator and/or Focal Point	Rafael Trejo
Supervisor	Ionela Timofte
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Regional Office in Vienna (RO VIE) is one of nine IOM Regional Offices worldwide and is tasked with providing strategic guidance and programmatic, administrative and technical support to IOM missions in South-Eastern Europe, Eastern Europe and Central Asia (SEEECA). It is responsible for providing technical support to country offices in the region with policy development, technical backstopping to country offices, formulating regional strategies, and engaging with relevant government officials in the region.</p> <p>The successful candidate will work within the Labour Mobility and Social Inclusion (LMI) Unit, together with the Senior Regional Labour Migration and Social Inclusion (LMI) Specialist and the Regional LMI Coordinator, in the following areas:</p> <ul style="list-style-type: none"><li>• Provide support to IOM missions in Central Asia and the Western Balkans in coordinating and implementing current programmes aimed at facilitating regular pathways including skills mobility partnerships between these regions and the European Union area. The successful candidate would help to</li></ul>



	<p>compile and keep updated statistics related to these migration corridors, carry out press review on labour related developments in these 2 regions, and support missions in creating project related materials for wider public.</p> <ul style="list-style-type: none"> <li>• Provide support to LMI teams in the SEECA region with developing project proposals, particularly by conducting desk review to provide evidence basis to support proposed actions, by carrying out desk review of current donor landscape, and also supporting missions with development of communication materials related to IOM's proposed actions.</li> <li>• Support LMI's knowledge management (KM) endeavours: maintaining and updating internal KM platforms (eg Sharepoint) by filing documents, updating LMI generic presentations (migration corridors, demographics, labour sectors, diaspora mappings, remittances, social cohesion indicators), participating and contributing to the internal regional knowledge management working group, updating LMI related website section, as advised by the supervisor.</li> <li>• Support IOM to refine the IOM operational/technical offer to Member States and find consensus on the IOM Mobility and Trade Handbook that puts forward the Agencies comparative advantage within the mobility and trade nexus. This will entail discussing inputs across the various IOM thematic divisions to put forward a whole of IOM approach.</li> <li>• Support LMI's regional capacity building exercises by drafting invitations, agenda, logistics note and updating training materials, PPT slides, and also participating in respective events.</li> <li>• Attend LMI related events and share notes/relevant takeaways with RO VIE LMI unit and respective LMI teams in the SEECA region.</li> <li>• Support LMI unit with the development and update of thematic infosheets for both internal and external use, as needed</li> <li>• Support other tasks as necessary</li> </ul>
Training components and learning elements	<ul style="list-style-type: none"> <li>• Gain familiarity with issues and IOM's work in the region pertaining to labour migration, diaspora engagement, remittances, and social inclusion</li> <li>• Gain understanding and experience of the management of large scale, regional labour migration projects and particularly related issues such as ethical recruitment, pre-departure and post-arrival orientation, financial literacy and inclusion of migrants, etc.</li> <li>• Gain specific understanding on the topic of skills mobility partnerships, its role in enabling sustainable and impactful regular pathways</li> <li>• The above would be a combination of 1) learning on the job and 2) self-paced trainings - the successful candidate would have access to IOM internal learning platforms (i-Learn, e-Campus) and a wide range of relevant trainings inter alia on labour migration, global context of migration, diaspora mapping, design and implementation of social cohesion programmes, etc.</li> </ul>
Participation in missions or training courses	<p>Security and gender-related trainings are obligatory for all IOM staff, including interns.</p> <p>Intern will be allowed to participate in all internal online trainings conducted by LMI unit. Participation in online trainings for external</p>



	partners to be decided case by case depending on specific sensitivities.
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### **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Enrolled in or graduated from a MA programme in Political Science, Social Sciences, Development Economics, Behavioural Economics, International Relations or a related field from an accredited academic institution
Language Skills	Fluency in English (written and speaking) is mandatory. Knowledge of Russian or Serbo-Croatian is an advantage.
Computer literacy	Computer literacy is required including familiarity with MS Office tools including MS 365. Knowledge of graphic design tools (such as InDesign) is an advantage.
Internship-related experiences	Experience in conducting field research or being part of a research team is an advantage.
Additional skills/requirements	Tech savviness – finding simple solutions to creating impactful documents.
Additional comments	



**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

<b>Reference No.:</b>	<b>IOM2</b>
<b>Department:</b>	<b>Department of Programme Support and Migration Management, Protection Division, Return and Reintegration Unit</b>
<b>Keyword:</b>	<b>Protection, Return and Reintegration</b>
<b>Location:</b>	<b>Switzerland, Geneva</b>

**Section A: General Information**

Name of host organisation	International Organization for Migration
Organisation's website	<a href="https://www.iom.int/">https://www.iom.int/</a>
Internship Coordinator and/or Focal Point	Rafael Trejo
Supervisor	Rosilyne Borland
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>IOM's Protection Division (PXD), aims to contribute to promoting and upholding the rights of migrants including displaced persons and their communities, reducing protection risks and supporting Governments to manage migration by implementing preventive, responsive, remedial and standard setting actions. These actions are implemented through the 6 Protection operational pillars – thematic guidance, direct assistance, convening and dialogue, advocacy and communication, training and capacity building and data, research, and learning, while adhering to the division's core commitments of protection mainstreaming, accountability and inclusion, sustainability and systemic change and partnership and coordination. The Protection Division (PXD) oversees development of policy and technical guidance in these areas, provides programmatic support to IOM missions, and implements protection and assistance programmes of global relevance.</p> <p>Under the direct supervision of the Head of the Return and Reintegration Unit and in close coordination with and the Return</p>





	<p>and Reintegration Officer at IOM Headquarters (HQs), the Programme Support Officer will provide support and technical expertise for the coordination and implementation of the activities listed below:</p> <ol style="list-style-type: none"> <li>1. Gather information and best practices on migrant protection, including return and reintegration, and analyse these with a view to assisting the Division in the formulation of policy and guidance document and in the implementation of its strategic plan;</li> <li>2. Assist the Division in the preparation of knowledge products linked to Return and Reintegration, including drafting and reviewing policy papers, reports, internal guidance notes, global project proposals and developing and delivering trainings for external stakeholders.</li> <li>3. Support to the drafting of the Return and Reintegration Unit's flagship publication "Return and Reintegration Key Highlights", by coordinating data verification with IOM offices worldwide and analysing return and reintegration case data</li> <li>4. Assist Division's knowledge management activities, including inputs to statistics, web content management and data visualization and representing the Unit as focal point for the Migrant Protection Platform;</li> <li>5. Assist with the liaison activities with IOM Member States, international organizations, academic institutions, NGOs and other relevant actors, as appropriate, aiming at developing return and reintegration programmes.</li> <li>6. Provide support in the preparation of the Division annual contributions to organizational reporting exercises, including to the IOM Council, the Director General's Report, the Programme and Budget Report, etc.</li> <li>7. Support the development and maintenance of the Unit's information resources.</li> <li>8. Undertake duty travel, if necessary, and;</li> <li>9. Undertake any other tasks as may be required.</li> </ol>
Training components and learning elements	<p>As an integral part of the Division unit, the candidate will:</p> <ol style="list-style-type: none"> <li>a) Gain experience in organization, management and international cooperation activities as well as the working group dynamics within the Return and Reintegration Unit, the Protection Division as well as the Department of Programme Support and Migration Management within IOM;</li> <li>b) Become acquainted with the development of programmes and projects related to different aspects related to return, reintegration;</li> <li>c) Gain expertise in data verification, analysis and the production and release of reports and</li> <li>d) Gain a better understanding of IOM's work, as an inter-governmental organization in the field of Migration, and how the organization works with governmental, intergovernmental and non-governmental partners to help ensure the orderly and humane management of migration.</li> </ol>
Participation in missions or training courses	<p>Pending budget availability, the intern will have the possibility to participate in internal or external relevant trainings, workshops and field missions organised by IOM.</p>



## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Public Administration, Law or Social or Political Sciences. International Relations or a related field from an accredited academic institution
Language Skills	Thorough knowledge of English and working knowledge of French or Spanish.
Computer literacy	Good use of Microsoft Office Package (Word, Power point, Publisher, Excel), Internet browsing. Experience with databases in an asset.
Internship-related experiences	Previous experience (internship or volunteering) with humanitarian or development governmental and/or non-governmental organisations working with migrants would be an asset.
Additional skills/requirements	The candidate should be a committed team player, aspiring to become an international civil servant in the area of migration. In particular, he/she should be able to: identify and monitor changes in the needs of donors, governments and project beneficiaries; clearly communicate, and listen to feedback; demonstrate interest in acquiring skills relevant to other functional areas; write clearly and effectively, adapting wording and style to the intended audience; be able to set clear and achievable goals consistent with agreed priorities for self and others and work effectively with people from different cultures by adapting to relevant cultural contexts.
Additional comments	Return and reintegration is a topic of high interest both within and outside IOM.



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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** IOM3

**Department:** Migration, Environment and Climate Change  
**Keyword:** Migration, Climate Change, Resilience, HDPN

**Location:** Burundi, Bujumbura

**Section A: General Information**

Name of host organisation	International Organization for Migration
Organisation's website	<a href="https://www.iom.int/countries/burundi">https://www.iom.int/countries/burundi</a>
Internship Coordinator and/or Focal Point	Rafael Trejo
Supervisor	Michael Asima, Head of Programs
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>The focus of the internship is achieving IOM's Global mandate on Migration which includes support to Member States for better managed migration in times of crisis and in development. This includes efforts across the humanitarian-development-peace nexus during and following crisis to ensure lifesaving needs are met, while working to restore community agency, increasing resilience and reinforcing local governance.</p> <p>IOM is the first UN agency and international organization to have established a Migration, Environment, and Climate Change (MECC) Division in 2015, dedicated to the migration-environment nexus. The objectives of the MECC Division are threefold:</p> <ol style="list-style-type: none"><li>1. To prevent forced displacement that results from environmental factors to the extent possible,</li><li>2. To provide assistance and protection to affected populations when forced migration does occur, and to see durable solutions for these situations, and</li><li>3. To facilitate migration as a climate change adaptation strategy and enhance the resilience of affected communities.</li></ol>



	<p>In Burundi, IOM established a presence in 2010 and contributes to strengthening the capacity of the Government to address migration challenges, and maximize the benefits of migration. In 2019 IOM was selected as the Lead for UNDAF Burundi (2019-2023) Pillar 4, which focuses on Disaster Risk Reduction (DRR), Climate Change Adaptation, and ecosystem preservation and continues being the co-lead of this pillar under the new United Nations Sustainable Development Framework (UNSDCF) 2023-2027. IOM Burundi additionally has several DRR projects in progress, most recently a multi-year countrywide programme funded by the European Union and is Co-Lead for the NFI/Shelter emergency response sector in Burundi. As a result, IOM is now pioneering the development and application of the humanitarian-development-peace nexus in Burundi as it relates to climate-induced disaster strategy, advocacy, and response. IOM Burundi is furthermore actively supporting the Government of Burundi (GoB) and the humanitarian and development community through the implementation of IOM's Stability Index – a research and analysis tool to analyse stability and associated displacement and return trends to make programmatic recommendations on interventions with significant potential impact on stability and recovery. In 2023, IOM has started implementing its first dedicated MECC project to strengthen climate-induced internal migration management capacities in Burundi.</p> <p>Under the overall supervision of the Chief of Mission and the direct supervision of the Head of Programmes and in close coordination with colleagues in relevant units, and in consultation with the MECC Regional Thematic Specialist (RTS) in Nairobi, the successful candidate will be supporting the lead on the development and management of MECC programming, mainstreaming MECC within the mission as well as UN Country Team (UNCT) activities and workplans. Specific tasks could include, but might not be limited to, supporting the design and the development of new projects on migration and related topics with a special emphasis on MECC, contributing to the management and follow-up of ongoing and upcoming DRR and MECC projects, supporting the design, setup and roll out of new data collection and research activities in accordance with global standards and methodologies specifically linking migration, environment and climate change, identifying knowledge gaps in the HDPN and climate change nexus (quadruple nexus), proactively identify research requirements and analysis needs and develop action plans to address these gaps, contributing to the development of policy, strategic and programmatic recommendations for the mission's planning purposes, including a MECC mission strategy, contributing to establishing and maintaining strong partnerships and liaison with government entities, UN agencies and other stakeholders in Burundi, including liaison related to the UNSDCF and related working groups.</p>
Training components and learning elements	<p>As an integral part of the IOM assignment as a Carlo Schmid Fellow in Burundi, the successful candidate will:</p> <ul style="list-style-type: none"><li>• Gain experience in a UN Organization, including management and international cooperation activities, as well as understanding the dynamics of regional and international initiatives and working groups.</li><li>• Gain experience in migration policies of the region and of</li></ul>



	<p>relevant migration governance strategies and responses.</p> <ul style="list-style-type: none"> <li>• Acquire detailed knowledge of the EU institutions and their functioning.</li> <li>• Acquire in-depth knowledge of IOM operation and activities.</li> <li>• Be able to draft and finalize reports, concept notes and project proposals.</li> <li>• Gain experience in working with governmental, non-governmental and United Nations institutions.</li> <li>• Enhance negotiation skills in a multilateral setting.</li> </ul>
Participation in missions or training courses	<p>The fellow will participate in all relevant in-country and regional events on MECC and the HDPN, ranging from workshops organised by IOM and other UNCT members in the frame of ongoing programmes to conferences organised by UN actors, technical and financial partners as well as government entities in Burundi. IOM has a strong training catalogue on topics related to the fellowship tasks, and training modalities range from being fully in person to being held in a hybrid way online. IOM will respect the fellow's commitment to participate in any DAAD sponsored events and missions.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Master's degree in Development Studies, Humanitarian Studies, Social Science, International Relations, Environment, Climate Change, Natural Resources Management, Disaster Risk Management or International Law from an accredited academic institution with mi
Language Skills	French would be an asset but is not a prerequisite.
Computer literacy	Computer/software literate, particularly around the MS Office Suite, knowledge of Adobe and PowerBI and advantage.
Internship-related experiences	<ul style="list-style-type: none"> <li>• Experience in either on project development, project management, database management, project monitoring and evaluation relevant to MECC;</li> <li>• Experience in the field of migration issues, including operational and field experience, project development, management and reporting</li> <li>• Experience working on migration in relation to environment, climate change and climate-induced hazards</li> <li>• Experience working around policy processes in the areas of migration, climate change, environment, Disaster Risk Reduction, knowledge of frameworks such as UN conventions on climate change, ecosystems, desertification etc.</li> </ul>
Additional skills/requirements	<ul style="list-style-type: none"> <li>• Excellent writing, communication and negotiation skills.</li> <li>• Good organization skills; analytical and creative thinking.</li> <li>• Proven ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges</li> <li>• High level of ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct</li> </ul>



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Additional comments	
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**Carlo Schmid Programme**  
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Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** IOM4

**Department:** Protection Department  
**Keyword:** Migrant protection

**Location:** Djibouti, Djibouti

**Section A: General Information**

Name of host organisation	International Organization for Migration
Organisation's website	<a href="https://www.iom.int/countries/djibouti">https://www.iom.int/countries/djibouti</a>
Internship Coordinator and/or Focal Point	Tanja Pacifico
Supervisor	Giulia Ravassard
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<ul style="list-style-type: none"><li>• Under the guidance of the Protection Officer, become familiar with IOM Djibouti work on Protection (and related units like Migrant Health, Mental Health Psycho-Social Support, and Operations) in IOM Djibouti office and its sub-offices.</li><li>• Support the Protection Unit in implementing all activities under the Protection portfolio, including in the overall planning, implementation, monitoring and reporting of selected project activities.</li><li>• Provide support for day-to-day implementation of programme activities in coordination with IOM Protection &amp; MHPSS teams (both programme and administrative support) and including at the Migration Response Center and Transit Centers in Djibouti.</li><li>• Assist in organizing trainings and workshops for governmental, non-governmental and civil society actors in migrant protection and assistance related topics.</li><li>• Assist in generating and reviewing concept notes and project proposal that have elements of Protection.</li><li>• Assist the Protection Officer in identifying and proposing</li></ul>





	<p>capacity building activities to advance protection mainstreaming amongst staff and implementing partners, according to IOM's principles and guidelines.</p> <ul style="list-style-type: none"><li>• Assist the relevant teams with field activities, such as NFIs distributions; donations; and follow-up of referrals.</li></ul>
Training components and learning elements	The fellow will learn about migrant protection and assistance principles; MHPSS; assistance to survivors of GBV; link between the different units (AVR, Protection, MHPSS and health); and on other related topics. Moreover, the fellow will be introduced to project management, reporting and donor liaison engagements.
Participation in missions or training courses	The fellow will be able to participate in the regular training courses and missions that IOM Djibouti offers to its staff, such as visits to sub-offices and institutional trainings on topics such as project development/management, Prevention of Sexual Exploitation and Abuse (PSEA), protection mainstreaming, and accountability to affected populations.

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Migration Studies, Development Studies, International Relations, Law, Social Sciences.
Language Skills	Preference for a candidate to be French speaking, but not strictly required.
Computer literacy	Good use of MS Office.
Internship-related experiences	<p>Desirable:</p> <ul style="list-style-type: none"><li>• Experience working with people in vulnerable situations, especially migrants and refugees.</li><li>• Experience working with stakeholder in the migration management domain, such as government agencies, non-governmental organizations or international organizations, such as UN.</li><li>• Experience working in the Sub-Sahara region.</li></ul>
Additional skills/requirements	<ul style="list-style-type: none"><li>• Strong communication and interpersonal skills as well as strategic and creative thinking;</li><li>• Efficiency, flexibility, high level of professionalism and ability to work under pressure and adhere to strict deadlines;</li><li>• Ability to work effectively and harmoniously with colleagues from varied cultures and professional backgrounds;</li></ul>
Additional comments	





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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

<b>Reference No.:</b>	<b>IOM5</b>
<b>Department:</b>	<b>Migration health Division (MHD)</b>
<b>Keyword:</b>	<b>Health programme in the context of migration and human mobility</b>
<b>Location:</b>	<b>Egypt, Cairo</b>

**Section A: General Information**

Name of host organisation	International Organization for Migration
Organisation's website	<a href="https://www.iom.int/">https://www.iom.int/</a>
Internship Coordinator and/or Focal Point	Michela Martini
Supervisor	Michela Martini
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.01.2025 - 30.06.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>The intern will work closely and report to the senior regional specialist (RTS) on migration health under the overall supervision of the Regional Director, he/she will be asked to perform the following tasks:</p> <ul style="list-style-type: none"><li>a) support the RTS in collecting information from 15 country offices and produce a regional report on migration health activities in the region. This will include country profile and a regional overview</li><li>b) conduct desk review with critical emerging topic such as climate change, health and migration nexus and contribute to the writing of a technical paper on this thematic area</li><li>c) Be part of the organization and act as facilitator of the Migration health regional meeting gathering all IOM health staff from the 15 countries. This meeting will be an opportunity to dive into country programme and strategic direction of the migration health agenda</li><li>d) contribute to the coordination of health programme in the context of emergency response in affected countries</li></ul>



	<p>particularly Libya, Yemen, Sudan.</p> <p>e) contribute to the organization of webinar or regional meeting as required</p> <p>f) facilitate the work of the Migration health division coordinating and attending strategic meetings with other UN agencies, Regional Economic Commission and other regional partners.</p> <p>g) support the development of programme and action to mobilize resources</p> <p>h) perform field visit and travel as requested</p>
Training components and learning elements	<p>The intern will be exposed to high-level meeting, conference and event and he will be engaged in their organization as well. He/she will be asked to provide contribution to strategic paper, technical brief and he will be credited among the authors whenever authorship will be required. The intern will be part of the team to organize training for government officials and IOM staff and in this respect he will also benefit to the direct training. The IOM self-learning online platform which included several critical training, including on project management, monitoring and evaluation in addition to thematic specific training, will be available for the intern. In addition the supervisor has compiled a list of available free of charge short course that the intern can consider for self-learning. Through this internship the candidate will acquire a strong knowledge of health aspect in the context of migration and</p>
Participation in missions or training courses	<p>The intern according to the type of contract will accompany the supervisor in field visit to IOM country offices visiting health programme. The supervisor will share possible training opportunity when available.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	Yes
Subjects	Public health, global health, epidemiology, medical or health-related studies.
Language Skills	Arabic will be a strong added value, French preferable considering that we work closely with Tunisia and Morocco,
Computer literacy	all office package. software in statistics analysis and epidata will be an advantage
Internship-related experiences	proactive working modality, team spirits, result-oriented, consistency, able to work in multi-cultural environment, professionalism
Additional skills/requirements	IOM offers a friendly environment where the intern can have the opportunity to understand how the UN works. Particularly the regional office include work at regional level and country level.
Additional comments	Advancing the agenda of migration health is very dynamic, challenging but offer the opportunity to contribute. In a growing portfolio that needs experts.



**Carlo Schmid Programme**  
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Placement Offer 2024/2025  
(Programme line B)

<b>Reference No.:</b>	<b>IOM6</b>
<b>Department:</b>	<b>Regional Migrant Response Plan Coordinations Unit</b>
<b>Keyword:</b>	<b>Humanitarian and development support to migrants and host communities across the eastern route</b>
<b>Location:</b>	<b>Kenya, Nairobi</b>

**Section A: General Information**

Name of host organisation	International Organization for Migration
Organisation's website	<a href="https://www.iom.int/">https://www.iom.int/</a>
Internship Coordinator and/or Focal Point	URSULA FELLNER
Supervisor	MEMORY MWALE
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>Coordination</p> <ol style="list-style-type: none"><li>1. Assist with the coordination of and, if requested, participate in relevant meetings, conferences, workshops, and other forums on the RMRP including, UN Network of Migration, Regional Child Protection Network, Regional Gender Based Violence working group, Regional Coordination Committee, and other RMRP related coordination mechanisms.</li><li>2. Draft documents on the MRP and related topics, including presentations, talking points, assessment tools, and briefings.</li><li>3. Support the organization of relevant capacity building of the RMRP focal points and partners to strengthen the collaboration, feedback, and information sharing for the implementation of the Plan.</li><li>4. Facilitate regular RMRP meetings with IOM RMRP Focal Points and RMRP partners and support with documenting the outcomes and follow up on actions from the meetings.</li><li>5. Provide support liaising with Regional Office Regional Thematic</li></ol>



	<p>Specialists, other Programme Managers, and Country Office relevant focal points.</p> <p>Project Implementation</p> <ol style="list-style-type: none"> <li>6. Support the Senior RMRP Coordinator and the Programme Officer with overall project management function for projects and activities funded against the RMRP, with management at the Regional Office level, including drafting proposals and donor reporting.</li> <li>7. Provide administrative support/activities related to the implementation of the RMRP projects in the region, ensuring all critical work is in order, on time, and of high quality.</li> <li>8. Support the M and E officer to monitor the implementation of appropriate processes, procedures, and solutions, ensuring the application of IOM internal control systems.</li> <li>9. Conduct field trips to support project implementation and conduct monitoring (prepare reports to be shared with Chiefs of Missions and other relevant colleagues); coordinate regular M&amp;E data collection to maintain regular tracking of the progress of project activity.</li> <li>10. Support implementation of activities at the country level through the network of IOM focal points and highlight to the Senior RMRP Coordinator and Programme Officer any delay or challenge in implementation to swiftly identify solutions.</li> </ol> <p>Donor and Partner Engagement support</p> <ol style="list-style-type: none"> <li>11. Undertake research on and document donors active in the RMRP.</li> <li>12. Support in drafting donor briefs and planning donor-focused events, including logistics, etc.</li> </ol> <p>Knowledge Management support</p> <ol style="list-style-type: none"> <li>13. Support the Senior RMRP coordinator and the Information Management Officer to develop a system for knowledge management and sharing of best practices, presentation of challenges and mitigation measures, lessons learned to inform project and coordination improvements, and proactively reach out and share with partners any relevant document or research that may be relevant to advance general knowledge of partners for migrant trends relevant to the MRP.</li> <li>14. Support the updating and maintenance of the Regional SharePoint and intranet to ensure content remains up to date.</li> <li>15. Support the Communication Officer in conducting capacity-building Country Offices and Regional office staff to generate, share, and use knowledge.</li> </ol>
Training components and learning elements	<p>The intern will be trained on the aspects of the Regional Migrant Response Plan from an internal and external perspective, humanitarian response systems and development frameworks, inter-agency coordination of a regional migrant response plan, and engagement with partners. He/she will also learn how to provide support in capacity-building assistance to Member States and MRP partners on migration management. They will also be trained on irregular migration and how it manifests itself on the African continent. Project management and related platforms training will also be extended to the fellow.</p>
Participation in missions or training courses	<p>The internship will suit someone who wants to build skills in project management, coordination, knowledge management, external relations and inter-agency collaboration, and mutual capacity building with colleagues.</p>



	At the beginning of the internship, specific deliverables and key learning objectives will be developed and aligned to the needs of the unit and the interest of the intern. During the internship, the successful candidate will be exposed to and learn, amongst other things, how to develop and implement key knowledge management concepts and approaches. The fellow will also be provided opportunities to conduct field visits to have first-hand experience of the fieldwork and interact with the affected populations.
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## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	Not relevant
Subjects	Master's Degree in Humanitarian Affairs, International Relations, Development Studies, Economics, Political Science, Social sciences, International Cooperation or a related field.
Language Skills	Fluency in French, Arabic, or languages spoken in the East and Horn of Africa region is highly desirable but not a prerequisite.
Computer literacy	<ul style="list-style-type: none"><li>• Computer skills and knowledge of relational databases, Microsoft applications spreadsheets, word processing, etc. is essential.</li><li>• Computer literacy; familiarity with standard word processing, spreadsheet, publishing, internet research, and e-mail communication.</li><li>• Strong knowledge and capacity on SharePoint</li><li>• Digital literacy and demonstrated knowledge of information technology.</li></ul>
Internship-related experiences	<ul style="list-style-type: none"><li>• Experience in capturing and documenting practices and processes.</li><li>• Experience in conceptualizing and writing reports.</li><li>• Experience in writing information materials and reports.</li></ul>
Additional skills/requirements	<ul style="list-style-type: none"><li>• Good writing and communication skills; ability to prepare and present clear and concise reports in English.</li><li>• Analytical and creative thinking skills.</li><li>• Personal commitment, flexibility, efficiency, and drive for results; ability to work under time pressure.</li><li>• Ability to work effectively and harmoniously with colleagues from varied cultures and professional backgrounds.</li><li>• Ability to work with a wide cross-section of partners: Government, NGOs, communities, and academic institutions.</li></ul>
Additional comments	The RMRP involves 48 appealing organizations, and governments lead its overall implementation with the support of the Intergovernmental Authority on Development (IGAD), United Nations Agencies, and international and national non-governmental organizations



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**Carlo Schmid Programme**  
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Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** ITC1

**Department:** Division of Sustainable and Inclusive Trade  
**Keyword:** Sustainable fashion

**Location:** Switzerland, Geneva

**Section A: General Information**

Name of host organisation	International Trade Centre
Organisation's website	<a href="https://ethicalfashioninitiative.org/">https://ethicalfashioninitiative.org/</a>
Internship Coordinator and/or Focal Point	Chloe Mukai
Supervisor	Chloe Mukai
Second Supervisor	Vincent Oduor

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The International Trade Centre's Ethical Fashion Initiative (EFI) has developed a powerful business model to intervene in the fashion industry. Since 2008, EFI has developed a framework that includes the tools needed to create sustainable value. This includes knowhow in green processes and materials; the capacity to generate and manage locally owned product development and production management facilities, and a large portfolio of international and regional trade and investment partners. The elements above form a competitive advantage that is unique among development agencies and at the level of Trade Support Institutions' (TSI) and similar institutions. Through its Environmental Social and Governance (ESG) Due Diligence, Performance Monitoring and Reporting Systems framework -- developed in collaboration with Camera Nazionale della Moda Italiana and piloted with brands including Versace, Armani, Gucci and Chloe -- EFI ensures respect for human and environmental rights along global value chains that surpass national regulatory mechanisms.</p>





	<p>Currently, EFI manages operations in East and West Africa on fashion production in collaboration with major luxury brands, oversees an Accelerator for emerging African designers and developed an ESG framework for the fashion industry. EFI is also a founding member of the UN Alliance for Sustainable Fashion (Alliance), a working group of ten organizations from the United Nations family working in fashion. The Alliance serves as a coordination platform to ensure strong communication, technical knowhow, and collaboration within the UN system on issues related to fashion. Representatives from the Alliance network regularly meet (online and in-person), jointly organize workshops, discussion panels and events to cross-fertilize knowhow and ensure the approach to sustainability for the fashion industry is of the upmost quality and coordinated.</p> <p>This internship would be specific to supporting EFI in its role as the Secretariat of the UN Alliance for Sustainable Fashion and assisting EFI with the continuous development of its ESG framework.</p> <p><b>DESCRIPTION OF DUTIES/RESPONSIBILITIES</b></p> <p>The intern will work under the overall guidance of the EFI Chief Technical Adviser (DSIT/WYVC), and the direct supervision of the Senior Programme Officer (DSIT/WYVC). He/she will carry out the following duties, with a focus on the UN Alliance coordination work and EFI's ESG Due Diligence, Performance Management and Reporting Framework.</p> <p><b>Project Management Support</b></p> <ul style="list-style-type: none"><li>• Organize monthly online meetings and following up on key points.</li><li>• Support the organization of two global hybrid events.</li><li>• Participate in conferences and workshops of member organizations and provide concise feedback.</li></ul> <p><b>Research</b></p> <ul style="list-style-type: none"><li>• Conduct desk-based research on policy, technology, market trends related to sustainable fashion.</li><li>• Support the EFI team in honing and refining the ESG framework with new industry intelligence.</li><li>• Contribute to the development of reports and other write-ups.</li><li>• Prepare briefing materials on related promotion good practices (word, PowerPoint).</li></ul> <p><b>Communications</b></p> <ul style="list-style-type: none"><li>• Assist in creation of news content.</li><li>• Assist in disseminating online communication materials (webpages, social media, email marketing).</li></ul>
Training components and learning elements	<ol style="list-style-type: none"><li>1. Develop proficiency in project management techniques, by enhancing skills in organizing and coordinating events and training programs, including logistics management, scheduling, and coordinating.</li><li>2. Deepen knowledge in sustainable fashion and the United Nations involvement at different levels: circular business models, recycling-upcycling, new technology/materials, labor practices, education / training, policymaking, etc.</li><li>3. Enhance digital communication skills by supporting the creation of relevant content and disseminating information, gaining practical experience in managing online platforms, such as project website, social media, and email marketing.</li></ol>



	Note: Student work plans can be adjusted to achieve the academic requirements in their field of study or time can be made available to advance their academic obligations.
Participation in missions or training courses	The intern can participate in meetings with UN colleagues and institutions in the Geneva area, as well as conferences and workshops organised in Geneva on ESG and Due Diligence, sustainable fashion and circular economy.

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Sustainable trade, business management, circular economy
Language Skills	French would be an asset
Computer literacy	Computer literate, particularly with relation to Microsoft Office. Using databases. Online research. Basic web-design (wordpress) and social media (Instagram) would be an asset.
Internship-related experiences	To enjoy working with a hands on team which is closely linked to the industry and market; good communication and analytical skills; capacity to present findings clearly in writing and orally.
Additional skills/requirements	Knowledge on ESG, circular economy and sustainable production would be advantage.
Additional comments	





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**Carlo Schmid Programme**  
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<b>Reference No.:</b>	<b>ITC2</b>
<b>Department:</b>	<b>Division of Programme Support / Information Technology &amp; Systems</b>
<b>Keyword:</b>	<b>Data management, AI, IT development</b>
<b>Location:</b>	<b>Switzerland, Geneva</b>

**Section A: General Information**

Name of host organisation	International Trade Centre
Organisation's website	<a href="https://intracen.org/">https://intracen.org/</a>
Internship Coordinator and/or Focal Point	Mr Elmar SHAHVERDILI
Supervisor	Ms Marina Mischarin
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The International Trade Centre (ITC) is the joint technical cooperation agency of the United Nations and the World Trade Organization whose mandate is to promote export of goods and services from developing and transition economies.</p> <p>In 2021 ITC began the implantation of its Data Management Strategy with the objective to increase ITC's effectiveness and efficiency through a corporate and systematic approach to data management. Collecting, sharing and analyzing corporate datasets in an efficient way is the essential ingredient for ITC's impact for sustainable development in the long-term. A key milestone of the data management work is to build a scalable, cloud-based and cost-efficient platform and auxiliary systems, for improved project management, reporting, client management and to use advanced analytics to inform ITC's trade-related technical assistance activities.</p> <p>Under the supervision of the Programme Officer (Data Management), the intern will provide support to the coordination of ITC's work on data management and undertake the following tasks:</p>



	<ul style="list-style-type: none"><li>• Assist preparing documents, incl. drafting project-related documents and reports</li><li>• Conduct research and analysis</li><li>• Assist in coordinating inputs of the various sections and teams in ITC</li><li>• Participate in brainstorming of system design</li><li>• Participate in technical discussions on data management and system development</li><li>• Assist in testing software solutions and providing feedback</li><li>• Assist in preparing project communications</li><li>• Assist in day-to-day project implementation activities such as organization of meetings, trainings, incl. preparation of training materials, etc.</li><li>• Participate in meetings, phone calls or videoconferences, take notes, prepare minutes, and follow-up actions</li><li>• Perform any other duties as assigned by the supervisor</li></ul>
Training components and learning elements	<p>The internship is designed to provide training on the job, with a thematic focus on IT development and project management. The candidate will be able to enhance his or her qualification in IT development, incl. scripting, and data management, and gain knowledge on strategies to implement data management initiatives in the UN system.</p> <p>The intern will have an opportunity to participate in all training and technical presentations organized by ITC (those which are open to interns).</p>
Participation in missions or training courses	No missions foreseen. The placement is Geneva-based. The fellow has access to learning and training programmes that the team is organising or are offered in-house. Other training opportunities can be offered according to availability and in consultation with supervisor.

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Data Science and Analytics; Management; Business Administration; Organizational Behaviour; Econometrics; Information Technology; Strategy and Business, or a related field.
Language Skills	Fluency in spoken and written English is required. Working knowledge of French is desirable. Fluency in other UN languages is an advantage.
Computer literacy	Proficiency in the use of MS Office Suite (in particular Excel and PowerPoint) is required. Computer programming knowledge is an advantage. Knowledge of data management techniques and data visualization (e.g. in PowerBI, Excel, PowerPoint, Tableau, SQL, R, D3.js) is an advantage. Knowledge of online platforms and techniques (Microsoft SharePoint, Drupal, HTML, CSS) an advantage.
Internship-related experiences	Previous work experience in data-related projects will be an asset.
Additional skills/requirements	Good organisational skills, adaptability, and flexibility. Ability to write clearly and concisely is essential, as is the ability to



	<p>apply sound judgement when synthesizing and presenting information.</p> <p>Excellent research and analytical skills.</p> <p>Ability to work independently with minimum supervision.</p> <p>Good interpersonal skills with the ability to work in harmony with people from diverse backgrounds.</p> <p>Intellectually curious with innovative and creative problem-solving skills.</p>
Additional comments	



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**Carlo Schmid Programme**  
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Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** ITC3

**Department:** Strategic Planning, Performance and Governance/External Relations  
**Keyword:** External Relations and Governance intern

**Location:** Switzerland, Geneva

**Section A: General Information**

Name of host organisation	International Trade Centre
Organisation's website	<a href="https://intracen.org/">https://intracen.org/</a>
Internship Coordinator and/or Focal Point	Mirela Troxler
Supervisor	Zeynep Ozgen
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The intern will work in the External Relations and Governance team in the Strategic Planning, Performance and Governance Unit. The intern will play a key role in supporting resource mobilization, funder relations and partnership functions. The intern will assist with the implementation of the Resource Mobilization Strategy and the Private Sector Partnership Strategy. Under the overall guidance of the supervisor the incumbent will be expected to:</p> <p>With regards to ITC's governmental and traditional funders:</p> <ul style="list-style-type: none"><li>• Compile donor intelligence and analysis through desk research on governmental funders, and on private actors including corporations and foundations focusing on volume of development aid, funding of UN agencies and INGOs, geographic and thematic priorities, SDG implication, CSR agendas, etc.</li><li>• Contribute to ITC's internal knowledge management by managing relevant intelligence on funders, including their development cooperation priorities and inputs received from</li></ul>



	<p>ITC officers who hold project and programme portfolios related to concerned funders.</p> <ul style="list-style-type: none"><li>• Draft donor country briefing notes and bilateral meeting briefs based on the desk research conducted and the inputs received from ITC officers who hold projects and programmes related to concerned funders.</li><li>• Engage in the preparation of bilateral meetings with governmental funders and assist with follow-up actions as needed.</li></ul> <p>With regards to private sector actors:</p> <ul style="list-style-type: none"><li>• Further investigate options for private funding within the framework of UN rules and regulations, and map companies and private foundations for engagement at the corporate and programme levels.</li></ul> <p>On Corporate Resource Mobilization Strategy implementation tracking and reporting:</p> <ul style="list-style-type: none"><li>• Tracking and analysing relevant development-oriented funds and resource flows, ITC's comparative resource mobilisation performance and contribute to its analysis for senior management attention, decision and action.</li><li>• Assist with data collection and analysis on ITC's Resource Mobilization Performance related indicators and provide inputs to reporting.</li></ul> <p>With regards to ITC's Governance events and meetings:</p> <ul style="list-style-type: none"><li>• Participate and assist with preparation and follow-up actions for high level governance meetings, such as the Joint Advisory Group (JAG) and the Consultative Committee on the ITC Trust Fund (CCITF).</li></ul>
Training components and learning elements	<p>The internship is designed to provide training on the job. Through involvement in resource mobilization efforts and engagement with donor intelligence and strategy, the candidate will be able to enhance his or her qualifications in international development, international organization management, and partnership management. Further, the candidate will also gain exposure to funder and governance meetings. Moreover, online training courses through the United Nations Office at Geneva are available, subject to space and supervisor approval.</p>
Participation in missions or training courses	<p>Traineeship is Geneva-based. Training opportunities offered according to availability and in consultation with supervisor.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	Yes
Subjects	Economics, business administration, international affairs, development studies or related subject.
Language Skills	Fluency in spoken and written English is required. Working knowledge of another UN language is desirable.
Computer literacy	Proficiency in the use of MS Office Suite (ideally intermediate to advanced Excel skills).



Internship-related experiences	Previous work experience in fundraising or Corporate Social Responsibility (CSR) will be an asset.
Additional skills/requirements	<ul style="list-style-type: none"> <li>• Ability to write clearly and concisely is essential, as is the ability to apply sound judgement when synthesizing and presenting information.</li> <li>• Excellent research and analytical skills.</li> <li>• Ability to work independently with minimum supervision, efficiency, competence and integrity.</li> <li>• Good interpersonal skills with the ability to work in harmony with people from diverse backgrounds.</li> <li>• Intellectually curious with innovative and creative problem-solving skills.</li> <li>• Demonstrated interest in trade as a vehicle of sustainable development will be considered an asset.</li> </ul>
Additional comments	<p>The International Trade Centre (ITC) is the joint cooperation agency of the WTO and the UN for trade-related technical assistance. Its primary objective is to assist developing countries and economies in transition to enhance their international competitiveness while taking advantage of market opportunities and increasing their exports.</p> <p>The Office of the Executive Director (OED) spearheads the positioning of ITC, including communication with donors, external stakeholders, beneficiary groups and the general public as well as internally among ITC staff; leads a corporate approach to event management and fundraising; coordinates strategic partnerships; and oversees key management control functions especially governance, planning and performance reporting, and evaluation.</p> <p>OED is made up of the offices of the Executive Director (OED) and the Deputy Executive Director (ODED) including the Cabinet of the Executive Director, the Strategic Planning, Performance and Governance Section (SPPG), the Communications and Events (CE) Section. The Strategic Planning, Performance and Governance Section (SPPG) supports ITC's Senior Management and staff in results-based management: it is responsible for corporate planning, reporting and risk management; for coordinating a corporate approach to fundraising and partnerships and for providing secretariat functions to ITC's governing bodies. The intern will work in the External Relations and Governance team in the Strategic Planning, Performance and Governance Unit.</p>



Deutscher Akademischer Austauschdienst  
German Academic Exchange Service

**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** ITC4

**Department:** Women, Youth, Vulnerable Communities  
**Keyword:** Inclusive Trade, Vulnerable Communities, Refugees, Economic Empowerment

**Location:** Switzerland, Geneva

**Section A: General Information**

Name of host organisation	International Trade Centre
Organisation's website	<a href="https://intracen.org/">https://intracen.org/</a>
Internship Coordinator and/or Focal Point	Elmar Shahverdili
Supervisor	Ben Beuchel
Second Supervisor	Nishkhan Usayapant

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p><b>DESCRIPTION OF DUTIES/RESPONSIBILITIES</b></p> <p>The intern will work under the direct supervision of the Programme Manager, and the overall guidance of Chief, DSIT/WYVC. He/she will carry out the following duties, with a focus on research and project coordination:</p> <p>Project delivery and coordination</p> <ul style="list-style-type: none"><li>• Support the preparation of project activities and the organization of events</li><li>• Support the coordination with relevant project teams, partners and other relevant stakeholders</li><li>• Assist in drafting project-related documents, including concept notes, reports, and legal agreements.</li></ul> <p>Research and knowledge management</p> <ul style="list-style-type: none"><li>• Undertake desk research related to economic and market integration support for refugees</li><li>• Contribute to the development of reports, articles, presentations, and other write-ups</li></ul>





	<ul style="list-style-type: none"><li>Support the dissemination of information materials, including the organization of panel discussions, design and publication of reports, web articles, and social media content.</li></ul>
Training components and learning elements	<p><b>LEARNING ELEMENTS</b></p> <ol style="list-style-type: none"><li>Develop proficiency in project management techniques by enhancing skills in organizing and coordinating events and training programs, including logistics management, scheduling, and budgeting. Learn how to effectively support the implementation of projects in the field, collaborating with officers and country partners.</li><li>Gain knowledge in Humanitarian-Development-Peace agenda, by delivering support related to economic opportunities of people in fragile and conflict-affected settings, and by coordinating with other development and humanitarian actors.</li><li>Enhance research and knowledge presentation skills by supporting the consolidation and presentation of good practices, results and learnings of project implementation.</li></ol> <p>Student work plans can be adjusted to achieve the academic requirements in their field of study or time can be made available to advance their academic obligations.</p>
Participation in missions or training courses	

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	Yes
Subjects	Development, Economics, Business Administration
Language Skills	Fluent English, with knowledge of a second official ITC language a distinct plus.
Computer literacy	Computer literate, particularly with relation to Microsoft Office and social media. Good communication and analytical skills and the capacity to present findings clearly in writing and orally. Consultancy and/or business analysis experience and/or experience working in the Humanitarian-Development-Peace Nexus would be an advantage.
Internship-related experiences	
Additional skills/requirements	
Additional comments	





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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** ITU1

**Department:** Study Group Department  
**Keyword:** AI, e-health, ITS

**Location:** Switzerland, Geneva

**Section A: General Information**

Name of host organisation	International Telecommunication Union
Organisation's website	<a href="https://www.itu.int">https://www.itu.int</a>
Internship Coordinator and/or Focal Point	Véronique Benoit-Gex
Supervisor	Simao Campos
Second Supervisor	Stefano Polidori

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>AI, e-health functions:</p> <ol style="list-style-type: none"><li>1. Assist in the project management of the GI-AI4H.</li><li>2. Assist with the implementation of the GI-AI4H Open Code platform.</li><li>3. Conduct technical research and draft reports on the AI trends for health, to support the GI-AI4H work streams and on identification of technical standardization opportunities.</li><li>4. Conduct technical research and draft reports for the various digital health standardization projects under ITU-T SG16, as well as assist in the preparation of respective deliverables.</li></ol> <p>ITS functions:</p> <ol style="list-style-type: none"><li>1. Support the revamp of the content of existing ITU webpages on Intelligent Transport Systems (ITS) and Smart Mobility.</li><li>2. Research and write the content for new webpages on these topics, taking into account recent trends and developments within the ITU as well as outside the ITU.</li></ol>



	<ol style="list-style-type: none"> <li>3. Provide required support to the Counsellor of the CITS (Collaboration on ITS Communication Standards), by organizing its meetings, updating its online Standards DB and related activities, including the organization of events, such as the Symposium on the Future Networked Car.</li> <li>4. Research and compile a list of relevant ITS activities (reports, publication and documents) undertaken by other UN agencies and relevant Standards Developing Organizations, in coordination with focal points from these external bodies, to support the establishment of a global portal on the topic.</li> <li>5. Outreach and collect relevant contacts that would be helpful to initiate collaboration between the ITU and other UN agencies interested in this field</li> <li>6. Collect online and propose pictures that are free from IPR and could be used to clarify content in new and existing web pages.</li> </ol>
Training components and learning elements	<p>After the internship, the Carlo Schmid Fellow will be able to:</p> <p>The incumbent will be exposed to an international, dynamic and professional environment. He/she will actively contribute and be part of a team of three-four more experienced colleagues that will guide the process and help integrating into the ITU family.</p> <p>The intern will be provided with an enriching work environment with a front-seat to understand and support the functioning and operations of an international standards developing organization (SDO) and United Nations agency, the ITU.</p> <p>The intern will also be provided with customized trainings on the ITU-T standards-making process and will have an IT team which will provide support on the use of dedicated ICT tools, including webpage development and remote access tools, including virtual meetings.</p> <p>During the course of the internship he/she will acquire for AI, e-Health functions an in-depth understanding of the use of AI for health, the main challenges involving a number of key stakeholders including developers, system users and regulators. The incumbent will have the opportunity to engage with colleagues in ITU-T and other UN agencies for gaining insights on specific standards work but also other international activities in support of AI for health and other aspects of digital health, within and outside the United Nations, and for ITS a foundational understanding of the topics of Intelligent transport Systems (ITS), Autonomous/Automated Driving (AD) and Smart Mobility. The incumbent will have the opportunity to engage with colleagues in ITU-T and other UN agencies for gaining insights on specific standards work but also other international activities in support of Smart Mobility and Road Safety, within and outside the United Nations.</p>
Participation in missions or training courses	<p>The intern will be welcomed to attend collaborative training offered to ITU Staff (on a case-by-case basis). The intern is expected to join activities of the GI-AI4H, travel is not excluded.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
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Enrollment duration of the internship	No
Subjects	<ul style="list-style-type: none"><li>• Media Studies</li><li>• Development Cooperation</li><li>• Engineering and/or medical sciences with an understanding of the other respective field of studies</li><li>• Basic understanding of machine learning</li></ul> For AI and e-Health, experience in coding and in developing mac
Language Skills	In addition to English, other official languages (Arabic, Chinese, French, Russian or Spanish) are desirable but not essential for this post.
Computer literacy	<ul style="list-style-type: none"><li>• Familiar with basic Office productivity tools (e.g. WinWord, Excel, SharePoint, PowerPoint, Teams etc.) and social media.</li><li>• Proficiency required in performing critical, independent online research.</li><li>• Knowledge of machine learning or digital health would be an advantage (AI or e-Health)</li><li>• Knowledge of configuring, managing and using GitHub as well as cloud-based computing (AWS, Kubernetes / Docker, S3, etc) and storage would be an advantage (AI or e-Health).</li><li>• Candidate should have excellent drafting skills in order to provide high-quality content for the webpages.</li><li>• Capability to understand technical content and convert it into easy reading, accessible to a wide audience (not only Engineers).</li><li>• Interest in transport systems, telecommunication and smart mobility would be an advantage, especially on innovative technologies (e.g. Intelligent Transport Systems and future networked cars).For ITS</li><li>• Prior experience in drafting communication content will be an asset</li><li>• A “willing and eager to learn” attitude will be treasured.</li></ul>
Internship-related experiences	
Additional skills/requirements	
Additional comments	



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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** ITU2

**Department:** Telecommunication Standardization Policy  
**Keyword:** AI, Emerging Technologies, Strategic Communication

**Location:** Switzerland, Geneva

**Section A: General Information**

Name of host organisation	International Telecommunication Union
Organisation's website	<a href="https://www.itu.int">https://www.itu.int</a>
Internship Coordinator and/or Focal Point	Veronique Benoit-Gex
Supervisor	Guillem Martinez Roura
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<ul style="list-style-type: none"><li>• Conduct research and analysis on recent trends in emerging technologies and their societal impact.</li><li>• Contribute in the design, development, and implementation of the AI for Good Global Summit, AI Governance Day, and associated online activities.</li><li>• Support the collection and creation of social media content for ITU's AI for Good community.</li><li>• Assist with the communication and graphic design aspects of ITU's AI for Good events and initiatives.</li><li>• Collaborate with internal and external stakeholders to produce thought leadership and world-class programming.</li><li>• Ensure that content quality aligns with ITU's digital, brand, and communication governance standards.</li><li>• Document communication content during AI for Good events.</li><li>• Undertake other related tasks as assigned.</li></ul>
Training components and learning elements	After the internship, the Carlo Schmid Fellow will be able to: <ul style="list-style-type: none"><li>• Experience in the planning and implementation of activities designed to raise awareness of ITU's work in AI and to promote</li></ul>



	<p>support for and a better understanding of AI for Good through engagement in various leading conferences.</p> <ul style="list-style-type: none"> <li>• Comprehensive knowledge of current topics such as AI, robotics, brain-machine interfaces, AI governance, and the impact of AI on the law.</li> <li>• Extensive knowledge in the area of AI to advance sustainable development.</li> <li>• Experience in preparing projects and organizing international events.</li> <li>• Enhanced analysis, research, presentation, and writing skills.</li> <li>• Improved communication skills through meeting key global players in AI and robotics during participation in international events.</li> <li>• Deep understanding of the players in the ICT landscape (governments, industry, civil society).</li> <li>• Experience working as part of a diverse team and engaging with various audiences, including ITU's Member States and sector members, policymakers, sponsors, academia, the UN system, and civil society.</li> </ul>
Participation in missions or training courses	<p>The intern will have the opportunity to participate in top international technological events such as the Swiss Robotics Day (Zürich, Switzerland), the AI Policy Forum (Zürich, Switzerland), the World AI Cannes Festival (Cannes, France), the European Robotics Forum (Rimini, Italy), among others; ITU regular training courses; and meetings and workshops organized by ITU during the period of the internship.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Graduate Studies in Economics, Law, Political Science, Public Policy, Development Studies, International Relations, Marketing or a related discipline.
Language Skills	Beside English, competency in another UN language (Arabic, Chinese, French, Russian or Spanish) is desirable, but not required.
Computer literacy	Good management of Microsoft Office and Teams.
Internship-related experiences	
Additional skills/requirements	<ul style="list-style-type: none"> <li>• Experience in developing creative content in social media channels.</li> <li>• Good understanding of technology.</li> <li>• Prior knowledge of Canva and Adobe Illustrator is an asset.</li> <li>• Ability to work in a fast-paced environment.</li> </ul>
Additional comments	



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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

<b>Reference No.:</b>	<b>ITU3</b>
<b>Department:</b>	<b>Telecommunication Standardization Bureau</b>
<b>Keyword:</b>	<b>Digital transformation, metaverse and other emerging technologies in cities</b>
<b>Location:</b>	<b>Switzerland, Geneva</b>

**Section A: General Information**

Name of host organisation	International Telecommunication Union
Organisation's website	<a href="https://www.itu.int">https://www.itu.int</a>
Internship Coordinator and/or Focal Point	Véronique Benoit-Gex
Supervisor	Cristina Bueti
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Do you want to help us accelerate the digital transformation of cities and communities and stimulate global dialogue on metaverse, Artificial intelligence, digital twin and other emerging technologies? Join the ITU smart cities &amp; metaverse team and apply now!</p> <p>ITU is the UN specialized agency for Information and Communication Technologies (ICTs). ITU carries out a significant programme on Digital Transformation of Cities &amp; Communities (see <a href="https://u4ssc.itu.int/">https://u4ssc.itu.int/</a> and <a href="https://www.itu.int/cities/">https://www.itu.int/cities/</a>) and on metaverse (<a href="https://www.itu.int/metaverse/">https://www.itu.int/metaverse/</a>)</p> <p>ITU is seeking a researcher with excellent communication skills who is able to communicate clearly and effectively to support its global standardization activities in the domain of digital technologies (e.g. blockchain, Internet of things, artificial intelligence, digital twin and metaverse).</p> <p>The successful candidate would:</p> <ul style="list-style-type: none"><li>• Conduct research and data analysis, including,<ul style="list-style-type: none"><li>○ drafting and editing reports, briefings, and documents;</li></ul></li></ul>



	<p>refining/adding executive summaries, concisely highlighting key findings.</p> <ul style="list-style-type: none"><li>○ preparing graphic-rich, high-quality PowerPoint presentations on smart sustainable cities, digital transformation and emerging technologies including the metaverse.</li><li>○ carrying out research to keep the Digital Transformation Resource Hub up to date.</li></ul> <ul style="list-style-type: none"><li>• Support with event coordination and communications, including,<ul style="list-style-type: none"><li>○ drafting editorial and other relevant promotional content of Digital Transformation for People-Centred Cities and metaverse related events.</li><li>○ writing engaging posts and ensuring regular social media updates while supporting the production of other social media content.</li><li>○ developing content for the website. Contributing and ensuring the visibility of virtual events, digital campaigns, and key activities.</li><li>○ maintaining, proofreading and systematically updating website pages (training will be provided).</li><li>○ assisting the organization of ITU events related to Digital Transformation for People-Centred Cities and metaverse.</li></ul></li><li>• Support the ITU Focus Group on metaverse (FG-MV) and ITU-T Study Group 20 “Internet of things (IoT) and smart cities and communities (SC&amp;C)” secretariat.</li><li>• Perform other tasks as needed.</li></ul>
Training components and learning elements	<p>After the internship, the Carlo Schmid Fellow will:</p> <ul style="list-style-type: none"><li>• Be knowledgeable on ITU-T’s Working Methods and other Mechanisms</li><li>• Be well-versed on ICT standards</li><li>• Learn to update SharePoint webpages</li><li>• Learn to update Wordpress webpages</li><li>• Learn how international standards are developed and applied in cities</li></ul> <p>The successful candidate will have the possibility to participate in ITU meetings and events that are scheduled during the internship period in Geneva.</p>
Participation in missions or training courses	<p>Participation to:</p> <ul style="list-style-type: none"><li>• Digital transformation and metaverse webinars, events and for a</li><li>• Meetings of ITU-T Focus Group on metaverse and ITU-T Study Group 20 “Internet of things (IoT) and smart cities and communities (SC&amp;C)”</li><li>• Ad hoc training offered to ITU staff</li></ul>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No





Subjects	University degree in areas related to Information and Communication Technologies, as well as Economy, Business administration, International Relations or International Development Studies, Public Policy, Social Policy, Communications and/or related subject
Language Skills	Beside English, French would be an advantage
Computer literacy	Excellent computer skills (MS Office; PowerPoint; Adobe Photoshop and/or Adobe Premiere Pro an asset). Knowledge of ICT industry and tech media. Knowledge of both traditional and new media approaches. Knowledge of digital editorial content and promotional platforms.
Internship-related experiences	
Additional skills/requirements	<ul style="list-style-type: none"><li>• Research &amp; Reporting</li><li>• Facilitation &amp; Presentation</li><li>• Experience with a modern mix of content presentations, blogs, podcasts, video, social and content marketing</li><li>• Innate ability to tell compelling stories through modern content</li><li>• Experience with content marketing and collaborating with visual designer</li><li>• Exceptional communication and organizational skills</li><li>• Familiar with developing content based on feedback and tight deadlines</li><li>• Enthusiasm for a team-oriented, fast-paced, and fun environment</li></ul>
Additional comments	





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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** ITU4

**Department:** Regulatory Market Environment  
**Keyword:** Public Policy, Business Administration, Economics

**Location:** Switzerland, Geneva

**Section A: General Information**

Name of host organisation	International Telecommunication Union
Organisation's website	<a href="https://www.itu.int">https://www.itu.int</a>
Internship Coordinator and/or Focal Point	Véronique Benoit-Gex
Supervisor	Sofie Maddens
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Assist in researching latest data on regional and global regulatory and market trends in digital regulation and digital development, on a specific regulatory or economic topic/s and/or on a range of countries;</p> <ul style="list-style-type: none"><li>• Draft analytical input based on the research for inclusion in studies, papers and other materials under development, in particular elaborating on the patterns, models or approaches to addressing digital policy, regulatory and governance issues or economics of digital markets;</li><li>• Support the design of assessment tools and frameworks, benchmarks and composite metrics;</li><li>• Support the data collection and validation work on the annual surveys on tariff policies and/or telecommunication and digital regulation.</li><li>• Maintain and help enhance online tools and resources, including data-driven online platforms.</li></ul>
Training components and learning elements	<p>After the internship, the Carlo Schmid Fellow will be able to:</p> <ul style="list-style-type: none"><li>• gain experience in data research, analysis and validation;</li></ul>



	<ul style="list-style-type: none"><li>• develop an understanding of the research topic/s and the global/regional good practices in that areas;</li><li>• develop an understanding of policy assessment tools and frameworks;</li><li>• contribute to the development of resources for national policy and decision makers.</li></ul>
Participation in missions or training courses	Participation to: <ul style="list-style-type: none"><li>• ITU statutory meetings (depending on timings)</li><li>• Working sessions with Member State administrations</li><li>• Working sessions with expert from ITU and other international and partner organizations</li><li>• Selected training opportunities available to ITU staff.</li></ul>

### **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Public policies, Business administration, Economics, Political Science, Development studies, Data science, Computer science management, other related fields
Language Skills	Besides English, additional languages may be an advantage but are not required.
Computer literacy	Standard to Advanced
Internship-related experiences	No experience required
Additional skills/requirements	The Junior Researcher and Analyst intern will also benefit from the mentorship of senior members of the team and expand their professional network.
Additional comments	



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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** ITU5

**Department:** Accessibility Study Group  
**Keyword:** Accessibility

**Location:** Switzerland, Geneva

**Section A: General Information**

Name of host organisation	International Telecommunication Union
Organisation's website	<a href="https://www.itu.int">https://www.itu.int</a>
Internship Coordinator and/or Focal Point	Véronique Benoit-Gex
Supervisor	Kaoru Mizuno
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Accessibility to persons with disabilities (PwDs) is an important topic for the International Telecommunication Union (ITU), also in the context of the UN. Technical standards can play an important role in enabling communications for all and in making accessibility mainstream for a wide range of disabilities – hearing, visual, motor and cognitive.</p> <p>ITU-T Study Group 16 (SG16) on Multimedia and related digital technologies has is the lead group in ITU-T on multimedia and human factors and has an extensive standardization programme in accessibility, where work is progressed by a team of experts from the ITU membership. A sample of the currently open accessibility standardization projects can be found at <a href="https://www.itu.int/ITU-T/workprog/wp_search.aspx?q=26/16">https://www.itu.int/ITU-T/workprog/wp_search.aspx?q=26/16</a>. Other ITU-T study groups also work on accessibility topics, for example ITU-T SG9 and ITU-T SG20. As accessibility is a cross-cutting topic through multiple groups within and outside ITU, ITU-T Joint Coordination Activity on Accessibility and Human Factors (JCA-AHF) coordinates activities related to accessibility, and promotes ITU-T standards on</p>



	<p>accessibility.</p> <p>The main duties and responsibilities of this internship will be to:</p> <ol style="list-style-type: none"><li>1. Conduct technical research and draft reports on the latest trends on assistive technology and other aspects of accessibility, as well as various accessibility standardization projects under ITU-T SG16 and JCA-AHF. Assist in the review of respective deliverables.</li><li>2. Under guidance of the supervisor, assist with the development of draft updates to policy and guidance documents related to ITU-T accessibility work.</li><li>3. Assist in the management of accessibility projects including organizing workshops in the context of SG16 and JCA-AHF.</li></ol>
Training components and learning elements	<p>After the internship, the Carlo Schmid Fellow will be able to: be exposed to an international, dynamic and professional environment. He/she will actively contribute and be part of a team of more experienced colleagues that will guide the process and help integrating into the ITU environment.</p> <p>The intern will be provided with an enriching work environment with a front-seat to understand and support the functioning and operations of an international standards developing organization (SDO) and United Nations agency, the ITU.</p> <p>During the internship, he/she will acquire through customized training and hands-on experience an in-depth understanding of standardization processes and how these processes can be applied to improve equality and effect positive change in society. The incumbent will engage with colleagues in ITU-T and other UN agencies for gaining insights on specific standards work but also other international activities in support of ICT accessibility, within and outside the United Nations.</p>
Participation in missions or training courses	<p>The intern will be welcomed to attend collaborative training offered to ITU Staff (on a case-by-case basis). No missions are currently foreseen.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	<ul style="list-style-type: none"><li>• Engineering, computer sciences, or related fields of study</li><li>• Basic understanding of assistive technologies and human factors</li></ul>
Language Skills	Besides English, knowledge of additional languages (including sign languages) is desirable but not essential for this post.
Computer literacy	<ul style="list-style-type: none"><li>• Candidates should be familiar with basic Office productivity tools (e.g. WinWord, Excel, SharePoint, PowerPoint, Teams etc.).</li><li>• Proficiency required in performing critical, independent online research.</li><li>• Basic understanding of ICT accessibility features (e.g. screen readers).</li></ul>
Internship-related experiences	Hands-on experience and practical awareness of challenges faced by PwDs for integration in mainstream society would be an asset.



Additional skills/requirements	<ul style="list-style-type: none"><li>• Capability to understand technical content and convert it into easy reading, accessible to an audience wider than the usual engineering one.</li><li>• Good interpersonal skills, natural curiosity, desire to excel, and critical and independent thinking.</li></ul>
Additional comments	



**Carlo Schmid Programme**  
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(Programme line B)

<b>Reference No.:</b>	<b>JDC</b>
<b>Department:</b>	<b>World Bank, UNHCR - Joint Data Center on Forced Displacement</b>
<b>Keyword:</b>	<b>Forced displacement, refugees, migration, internal displacement, sustainable development</b>
<b>Location:</b>	<b>Denmark, Copenhagen</b>

**Section A: General Information**

Name of host organisation	Joint Data Center on Forced Displacement
Organisation's website	<a href="https://www.jointdatacenter.org/">https://www.jointdatacenter.org/</a>
Internship Coordinator and/or Focal Point	Dr. Patrick Brock
Supervisor	Dr. Patrick Brock
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Joint Data Center is a collaboration between two multilateral institutions – the World Bank and UNHCR – uniting efforts and expertise towards improving the quality and quantity of data for evidence-based policy decisions and responses to global forced displacement crises. The collaboration between the World Bank and the UNHCR builds on their on-going joint initiatives on forced displacement including analytical work and microdata collection. The mission of the Center is to enhance the ability of stakeholders to make timely and evidence-informed decisions that can improve the lives of affected people. The Joint Data Center leverages partnerships and innovation in its focus on the collection, analysis, dissemination and use of primary microdata that enables policymaking, programming and research. This includes demographic and socioeconomic data, including on income, skills, education, health, and economic activity on refugees, internally displaced persons, stateless people, returnees, asylum seekers and host populations.</p>



	<p>The responsibilities of the intern will include:</p> <ul style="list-style-type: none"><li>• Analyzing data and preparing descriptive analytical summaries to support JDC activities, including proof-of-concept analysis and quality assurance;</li><li>• Drafting, editing and proof-reading technical documents covering data and evidence;</li><li>• Contributing to literature reviews on the issue of forced displacement (focusing on quantitative analyses) and draft of topical summaries;</li><li>• Supporting team members in the drafting and editing of blogs, social media content, papers, and presentations to support dissemination and events.</li><li>• Collaborating with team members to prepare and execute events, internal and external meetings, including notetaking and production of supporting documentation.</li><li>• Performing other tasks as needed</li></ul> <p>Please see <a href="https://www.jointdatacenter.org/">https://www.jointdatacenter.org/</a> for more information on our activities.</p>
Training components and learning elements	<p>The internship will offer a variety of on-the-job training and learning opportunities ranging from working alongside technical leads on building and running analytical pipelines to experience of strategic policy dialogues and their preparation and implementation. The JDC team will offer bespoke over-the-shoulder support for the development of new skills needed to carry out tasks, which will be assigned based on individual candidates' existing skills and experience.</p>
Participation in missions or training courses	<p>The intern will receive training on UNHCR's legal mandate and approach to its international protection work with refugees and other persons of concern. The intern will also have access to and be encouraged to attend relevant courses from the UNHCR Global Learning and Development Center as well as the more data- and analysis-focused sessions run by the UNHCR Global Data Service.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Economics, Statistics or Data Science; or Political Science, International Relations, with a quantitative focus.
Language Skills	Full command of written and oral English, including strong drafting skills are required. A good knowledge of a second UN official language would be desirable.
Computer literacy	Very good general computer literacy (e.g. Microsoft Office suite) as well as practical experience of working with and analyzing data (ideally in packages such as python, R and Stata).
Internship-related experiences	Have a demonstrable interest in forced displacement issues.
Additional skills/requirements	Be able to work well both independently and as part of an intercultural team.
Additional comments	



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**Carlo Schmid Programme**  
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**Reference No.:** LBI-GMR

**Department:** Human Dignity and Public Security - Programme Line  
**Keyword:** Human rights; criminal justice; detention; torture prevention; human trafficking; children's rights

**Location:** Austria, Vienna

**Section A: General Information**

Name of host organisation	Ludwig Boltzmann Institute of Fundamental and Human Rights - an Institute of the Ludwig Boltzmann Gesellschaft
Organisation's website	<a href="https://gmr.lbg.ac.at/?lang=en">https://gmr.lbg.ac.at/?lang=en</a>
Internship Coordinator and/or Focal Point	Helmut Sax
Supervisor	Helmut Sax
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The fellow will join the Human Dignity and Public Security Programme line which deals with human rights issues related mainly to criminal justice. This includes the prevention of torture and ill-treatment, including strengthening the role of National Preventive Mechanisms and National Human Rights Institutions, strengthening the rights of detainees and their procedural rights as well as identifying alternatives to detention. Moreover, the team is engaged in the protection of the rights of victims of trafficking in human beings (victim identification, referral to assistance, right to residence, access to justice, including to compensation) as well as in human rights of children (child-friendly justice instruments and procedures; broader child rights impact assessment, such as in relation to the impact of the COVID-19 pandemic on children). Under the supervision of Senior researcher Dr. Helmut Sax, the fellow will be involved in the following activities:</p> <ul style="list-style-type: none"><li>• Assist in the research and implementation of an EU-funded project on the situation of LBGTIQ detainees in the EU</li></ul>





	<p>(focusing on Austria, Italy, Hungary, and Greece)</p> <ul style="list-style-type: none"><li>• Moreover, the fellow may assist in implementation and follow-up activities to projects on the following topics:<ul style="list-style-type: none"><li>○ assessing national decision-making processes about pre-trial detention (including “flight risks”) and eventual alternatives to detention</li><li>○ safeguarding procedural rights of persons with disabilities, as well as of children</li><li>○ preventing forced marriages and economic and sexual exploitation of victims, including through sensitization and capacity-building activities</li><li>○ identifying good practices for meaningful child participation and child rights monitoring, as well as implementing lessons learned from the COVID-19 pandemic response for improved child rights protection</li></ul></li><li>• In addition, the fellow may assist the team in the context of a research grant on the prevention of trafficking in human beings, with a particular focus on the role of user-generated digital/social media content for victim protection and investigations, as well as on child trafficking and online safety.</li></ul> <p>Depending on the concrete stage of project implementation at the time of arrival, typical tasks assigned to the fellow will include assistance in research activities and drafting of summary findings and analyses; assistance and logistics support for workshops, focus group discussions or project partner meetings; drafting of social media activities and other advocacy support; research and support to funding proposals.</p>
Training components and learning elements	<p>The fellow will acquire knowledge on:</p> <ul style="list-style-type: none"><li>• International human rights law, notably concerning criminal justice issues (prevention of torture and ill-treatment, rights of detainees and procedural rights, especially of persons with disabilities, and in relation to children), rights of victims of human trafficking, children’s rights</li><li>• The work of international, regional and national state and civil society organisations in those research areas; the team is well-connected to units at UNODC, Council of Europe and the European Commission and participates in various professional networks (National preventive mechanisms, child-friendly justice, Child Rights European Academic Network)</li></ul> <p>The fellow will acquire skills in:</p> <ul style="list-style-type: none"><li>• Research, analysis and drafting</li><li>• Data gathering, documentation</li><li>• Project management and logistics</li><li>• Advocacy and social media</li><li>• Project development</li></ul>
Participation in missions or training courses	<p>The intern will have the opportunity to participate in meetings, workshops and trainings organised or (co-)facilitated by the Ludwig Boltzmann Institute of Fundamental and Human Rights and its collaboration partners, such as international and national organisations and research institutions working on human rights, national authorities as well as the Human Rights Master’s programme of the University of Vienna.</p>

## **Section C: Required Qualifications**



Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Law, political science, social sciences and other fields relevant to human rights
Language Skills	Fluency in English and German, knowledge of a second UN language is an asset
Computer literacy	Microsoft Office (Word, Power Point, Excel); basic data analysis skills; social media literacy
Internship-related experiences	Experience in working for an organisation/institution dealing with human rights issues (criminal justice, human trafficking and exploitation, children's rights), is an asset.
Additional skills/requirements	Good communication skills; experience in multi-cultural and inter-disciplinary environments is an asset.
Additional comments	



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<b>Reference No.:</b>	<b>NATO1</b>
<b>Department:</b>	<b>Defence Investment Division, Policy, Plans and Partnerships section</b>
<b>Keyword:</b>	<b>International affairs</b>
<b>Location:</b>	<b>Belgium, Brussels</b>

**Section A: General Information**

Name of host organisation	North Atlantic Treaty Organization
Organisation's website	<a href="https://www.nato.int/">https://www.nato.int/</a>
Internship Coordinator and/or Focal Point	Panagiotis (Panos) Kalavros
Supervisor	Zoe White and Anna Furs
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.03.2025 - 31.08.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Defence Investment Division facilitates and coordinates the development and adoption of cutting-edge, innovative and interoperable capabilities, critical to ensuring the Alliance's ability to undertake the full spectrum of missions and operations.</p> <p>Key lines of effort include:</p> <ul style="list-style-type: none"><li>• leading the development of major complex capability programmes in the land, maritime, air and space domains and in doing so addressing all policy, political-military, technical and practical aspects;</li><li>• leading NATO's policy in the aviation domain;;</li><li>• pursuing interoperability through prioritised standardisation efforts, developing with Allies new approaches to operational challenges, supported by a commitment to operational experimentation and innovation;</li><li>• maintaining the Alliance's technological edge through exploring and driving adoption of emerging and disruptive technologies, with a particular focus on autonomous systems;</li><li>• facilitating multinational cooperation in capability development</li></ul>



	<p>through a series of specific initiatives tackling critical capability requirements;</p> <ul style="list-style-type: none"><li>• understanding, adapting to, and pro-actively addressing climate change;</li><li>• informing and responding to the Alliance's evolving capability needs through the NATO Defence Planning;</li><li>• providing oversight to NATO Agencies involved in capability development and delivery (in particular NATO Communication and Information Agency and NATO Support and Procurement Agency);</li><li>• leading NATO work on supply chain security;</li><li>• leading NATO work on defence production with industrial considerations;</li><li>• ensuring coherence of efforts through coordination with a range of key stakeholders within NATO including the Strategic Commands and externally with NATO Partners and relevant international and regional organisations including the EU, as well as with industry and academia.</li></ul> <p>The Strategy Directorate is responsible for ensuring the overall coherence of the capability deliverables through policies, plans and links with external stakeholders. It consists of two sections and a Unit: the Policy, Plans &amp; Partnerships Section, the Capability Delivery Section and the Multinational Capability Cooperation Unit. The selected fellow will work for the Policy, Plans &amp; Partnerships Section. The Policy, Plans and Partnerships Section (P3S) formulates policies and offers advice on cooperation and planning in the DI areas of responsibility. It coordinates with other NATO entities involved in the development of military capabilities as well as the EU and EDA. Furthermore, the section is responsible for formulating policies and advising on the involvement of non-NATO nations into the NATO structures supported by DI. It also links DI work on a strategic level into NATO's overall Defence Planning efforts. The section leads the Conference of National Armaments Directors and NATO's Defence Production Action Plan. The interns will support the Division through conceptual and administrative work related to its areas of expertise, including the organisation of meetings and workshops, drafting papers and attending senior policy committee meetings on a broad range of political and defence related issues and providing written summaries, thereby ensuring visibility and coherence of work going forward. The selected interns will have the opportunity to develop their stakeholder management and project management skills, together with gaining a solid network in the organization. The intern will also be able to engage with defence industry and consider issues related to challenges of sustainable defence industrial planning.</p>
Training components and learning elements	<p>The Carlo Schmid Fellow would be invited to participate in all regular training activities of NATO's Internship Programme, including a NATO introduction course and the NATO speakers' series. The learning elements during the fellowship are considerable. At the end of the Internship Programme the fellow will have developed their skills and competencies in several different areas such as analytical thinking, customer service orientation, empathy, flexibility, teamwork, achievement and clarity &amp; accuracy.</p> <p>Learning elements during the internship:</p> <ul style="list-style-type: none"><li>• Understand NATO Organisational Structure, core tasks and</li></ul>



	<p>processes</p> <ul style="list-style-type: none"><li>• Build expertise in defence, defence industry, security and policy aspects related to the Division's work</li><li>• Gain experience working in a multinational environment through interaction with NATO staff and delegations from both Allied and Partner Nations;</li><li>• Learn to work in a proactive environment and engage with a range of stakeholders to deliver politically focused work, sometimes under tight deadlines.</li><li>• Gain insight into negotiation processes and development of consensus.</li></ul>
Participation in missions or training courses	The fellow will have the possibility to participate in NATO missions, in case of need. In addition, they will have the opportunity to visit several international organisations based in Brussels like EC, EEAS, EDA and many more.

### **Section C: Required Qualifications**

Academic background at least	Bachelor's student
Enrollment duration of the internship	No
Subjects	Political science, international relations / security/ development, business management, defence technologies and any other relevant to tasks subject
Language Skills	Knowledge of French will be an asset
Computer literacy	Be an advance user of Microsoft Office package including SharePoint,
Internship-related experiences	Have a previous experience with other international organizations (UN, OSCE, EU, etc.), national administration, research or industry.
Additional skills/requirements	<ol style="list-style-type: none"><li>1. Have at least two years of university level studies or equivalent education or be a recent graduate (degree obtained no longer than 12 months ago),</li><li>2. Be a national of a NATO member state,</li><li>3. Be at least 21 years old.</li></ol>
Additional comments	



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<b>Reference No.:</b>	<b>NATO2</b>
<b>Department:</b>	<b>Director for Aerospace and Armaments Directorate, Space Technology</b>
<b>Keyword:</b>	<b>International affairs, space, technologies, industry, commercial sector, policy</b>
<b>Location:</b>	<b>Belgium, Brussels</b>

**Section A: General Information**

Name of host organisation	North Atlantic Treaty Organization
Organisation's website	<a href="https://www.nato.int/">https://www.nato.int/</a>
Internship Coordinator and/or Focal Point	Panagiotis (Panos) Kalavros
Supervisor	Daniel Hilgert/Giorgio Cioni
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.03.2025 - 31.08.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Defence Investment Division facilitates and coordinates the development and adoption of innovative and interoperable technologies, critical to NATO's missions and operations. The Armament and Aerospace Capabilities Directorate (A&amp;A Cap) supports major Allied investments on a wide range of joint, land, air &amp; space, and maritime capabilities. To that end, it provides relevant advice to NATO Committees and the Organization's senior management. It comprises three sections: the Aerospace Capabilities Section, the Integrated Air and Missile Defence Section and the Intelligence Surveillance and Reconnaissance (ISR), Land and Maritime Section.</p> <p>The selected fellow will work directly for the Armament and Aerospace Capabilities Directorate and will be involved in building a new portfolio for Space Technologies.</p> <p>The space domain is increasingly important to the Alliance's security and prosperity. Space capabilities bring benefits in multiple areas - from weather monitoring, environment and agriculture, to</p>





	<p>transport, science, communications and banking. The information gathered and delivered through satellites is critical for NATO activities, operations and missions, including collective defence, crisis response and counter-terrorism. In 2019, Allies adopted a new Space Policy and declared space an operational domain. NATO is an important forum for Allies to share information, increase interoperability and coordinate actions. The Defence Investment Division supports Allies in developing space capabilities and enhancing relations with the space commercial sector. The Carlo-Schmid trainee will join a highly-driven team of collaborators, doers and problem-solvers distributed across the larger NATO space enterprise. This position will directly impact NATO's space history and help to open a new chapter of leveraging the space domain for the benefit of the transatlantic Alliance. The trainee's main responsibilities include:</p> <ul style="list-style-type: none"> <li>• introducing diverse views and thinking in the area of space technology development and either inform or translate senior policy decisions into actions;</li> <li>• planning and delivering initiatives and events that disrupt and re-imagine NATO's relations with space industries and academia, and accelerate the adoption of new business models and technologies;</li> <li>• supporting new multinational investment opportunities for NATO Allies and Partners on space technologies ranging from space launch, space domain awareness to earth-observation;</li> <li>• leading communication activities and closely liaising with a vast community of political and military stakeholders inside and outside NATO Headquarters, including NATO's Public Diplomacy division;</li> <li>• supporting drafting of policy papers and speaking notes for senior NATO leaders.</li> </ul>
Training components and learning elements	<p>The Carlo Schmid Fellow would be invited to participate in all regular training activities of NATO's Internship Programme, including a NATO introduction course and the NATO speakers' series. The learning elements during the fellowship are considerable. At the end of the Internship Programme the fellow will have developed their skills and competencies in several different areas such as analytical thinking, customer service orientation, empathy, flexibility, teamwork, achievement and clarity &amp; accuracy.</p> <p>The learning elements during the internship are:</p> <ul style="list-style-type: none"> <li>• strengthen communication skills by learning how to translate complex matters in terms the outside world understands;</li> <li>• achieve better organisational awareness and greater understanding of the working mechanisms of a complex international organisation;</li> <li>• refine stakeholder and project management skills working with a very diverse community, in particular with NATO Allies and the space commercial sector; and</li> <li>• get a holistic understanding of policy trends and NATO's priorities in the area of space technology investment and development.</li> </ul>
Participation in missions or training courses	<p>The fellow will have the possibility to participate in NATO missions, in case of need. In addition, they will have the opportunity to visit several international organisations based in Brussels like EC, EEAS, EDA and many more.</p>



## **Section C: Required Qualifications**

Academic background at least	Bachelor's student
Enrollment duration of the internship	No
Subjects	There is no specific study background required.
Language Skills	Knowledge of French would be an asset
Computer literacy	Be an advance user of Microsoft Office package including SharePoint,
Internship-related experiences	There is no specific work experience required for this position. Previous experience working with the private sector (startups and tech companies), research organisations or other international organizations (UN, OSCE, EU, etc.) is a bonus but not a must. Work experience is always important. However, this position will require somebody with ambition and the right attitude.
Additional skills/requirements	<ul style="list-style-type: none"><li>• have at least two years of university level studies or equivalent education or be a recent graduate (degree obtained no longer than 12 months ago),</li><li>• be a national of a NATO member state,</li><li>• be at least 21 years old</li></ul>
Additional comments	NATO welcomes young applicants with distinguished professional and educational backgrounds as well as expert knowledge in the area of policy development or space. However, studies have shown that some people are less likely to apply to jobs unless they meet every single desired qualification. We are dedicated to building a diverse, inclusive, and authentic workplace, so if you're excited about this role but your past experience doesn't align perfectly with every qualification in the post description, we encourage you to apply anyway. Motivation, attitude and willingness to grow are the most important factors.





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<b>Reference No.:</b>	<b>NATO3</b>
<b>Department:</b>	<b>Defence Policy &amp; Planning Division (DPP), Defence Planning Section</b>
<b>Keyword:</b>	<b>Defence planning</b>
<b>Location:</b>	<b>Belgium, Brussels</b>

**Section A: General Information**

Name of host organisation	North Atlantic Treaty Organization
Organisation's website	<a href="https://www.nato.int/">https://www.nato.int/</a>
Internship Coordinator and/or Focal Point	Panagiotis (Panos) Kalavros
Supervisor	Evans Graham
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.03.2025 - 31.08.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Defence Policy &amp; Planning Division (DPP) develops and implements the defence policy and planning dimension of NATO's fundamental security tasks. This includes the development of defence policies, defence planning, the Alliance's nuclear policy, enablement and resilience, and certain aspects of operational planning.</p> <p>This Division has the lead role on the defence-related aspects of NATO's fundamental security tasks at the political-military level and is at the core of the preparations and coordination of the three annual meetings of the NATO Ministers of Defence. It is organised in two sections and three directorates:</p> <ul style="list-style-type: none"><li>• The Defence Planning Directorate is responsible for the conduct of the Alliance force planning and related policy. It assists the Allies' efforts to improve the effectiveness of defence planning and capability delivery. The Directorate works in close cooperation with national delegations and staff in national capitals on all business related to defence planning. It is also the lead Directorate for burden sharing issues. It is</li></ul>



	<p>instrumental in ensuring coherence between NATO and the EU in defence planning.</p> <ul style="list-style-type: none"><li>• The Divisional Support Section coordinates the work of the division and the committees it supports. DSS provides procedural advice and coordinates programmes for the committees, in particular the Defence Policy and Planning Committee (DPPC) and the Resilience Committee (RC).</li><li>• The Net Assessment Section is responsible for the preparation of NATO net assessments to support deliberations by the Defence Policy and Planning Committee and other NATO committees, ahead of formal advice, by addressing trends and patterns in strategic design and operational capacity between the Alliance and state and non-state competitors and potential adversaries. Such assessments help support consideration of asymmetries and relative vulnerabilities and opportunities, to inform policy formulation and capability development. It also supports strategic level discussions at Council, Military Committee and Ministerial levels</li><li>• The Defence Policy and Capabilities Directorate deals with the development of Alliance defence policies and strategies, including political-military aspects of defence capabilities, logistics capabilities. It maintains an awareness of major security and defence developments on the international scene, and has the lead on NATO-European Union cooperation in defence policy and capabilities. It is in charge of the overall preparation of the Defence Ministers' meetings. It also contributes to NATO's overarching strategy development and the preparation of initiatives for Summit meetings and maintains an awareness on major security and defence developments. It also develops, facilitates and supports advice to NATO and national authorities at the political level, through engagement with Allies and selected Partners, stakeholder groups and NATO decision making structures in order to support national resilience through civil preparedness and to help ensure the enabling resources and services required to support Alliance military forces.</li><li>• The Nuclear Policy Directorate is in charge of developing and implementing NATO's plans, policies and defence activities related to nuclear weapons and their means of delivery. It also supports the Nuclear Planning Group (NPG) Staff Group.</li></ul> <p>The selected fellow will work for the Defence Planning Directorate.</p>
Training components and learning elements	<p>The fellow will gain a comprehensive understanding of NATO's defence planning issues at the strategic political-military level and of all aspects relating to NATO defence policy and capabilities. They will have an opportunity to participate in both policy-making and the implementation of the NATO Defence Planning Process (NDPP). They will have an opportunity to enhance research and writing skills and to participate in different defence planning-related missions, or courses.</p> <p>Among the different tasks, the selected fellow will have the opportunity to;</p> <ul style="list-style-type: none"><li>• Assist in monitoring progress in the realm of defence in NATO allied nations;</li><li>• Assist DPP staff officers in developing and formulating policy and political military advice;</li><li>• Assist to the preparation and conduct of the Defence Policy</li></ul>



	<p>and Planning Committee;</p> <ul style="list-style-type: none"><li>• Assist in the preparation of policy papers, checklists and speeches for the use of the Secretary General and other high-level NATO and speaking notes for meetings;</li><li>• Assist in the implementation of the NATO Defence Planning Process.</li><li>• Assist in monitoring NATO-EU coherence in defence planning</li></ul> <p>The Carlo Schmid Fellow would be invited to participate in all regular training activities of NATO's Internship Programme, including a NATO introduction course and the NATO speakers' series. The learning elements during the fellowship are considerable. At the end of the Internship Programme the fellow will have developed their skills and competencies in several different areas such as analytical thinking, customer service orientation, empathy, flexibility, teamwork, achievement and clarity &amp; accuracy.</p>
Participation in missions or training courses	<p>The fellow will have the possibility to participate in NATO missions, in case of need and in surge support for major NATO events. In addition, they will have the opportunity to visit several international organisations based in Brussels like EC, EEAS, EDA and many more.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's student
Enrollment duration of the internship	No
Subjects	Political Science, International Relations / Security, War Studies and any other relevant to tasks subject.
Language Skills	Knowledge of French would be an asset
Computer literacy	Be an advance user of Microsoft Office package including SharePoint
Internship-related experiences	Have a previous experience with other international organizations (UN, OSCE, EU, etc.), national administration, research or industry.
Additional skills/requirements	<ul style="list-style-type: none"><li>• have at least two years of university level studies or equivalent education or be a recent graduate (degree obtained no longer than 12 months ago),</li><li>• be a national of a NATO member state,</li><li>• be at least 21 years old.</li></ul>
Additional comments	



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<b>Reference No.:</b>	<b>NATO4</b>
<b>Department:</b>	<b>Joint Intelligence and Security (JIS) Division, Security Policy Oversight Branch (SPOB), Cyber Investigation and Audit</b>
<b>Keyword:</b>	<b>Cyber security</b>
<b>Location:</b>	<b>Belgium, Brussels</b>

**Section A: General Information**

Name of host organisation	North Atlantic Treaty Organization
Organisation's website	<a href="https://www.nato.int/">https://www.nato.int/</a>
Internship Coordinator and/or Focal Point	Panagiotis (Panos) Kalavros
Supervisor	Arvanitis Yiannis
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.03.2025 - 31.08.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Joint Intelligence and Security (JIS) Division is staffed by civilian and military personnel and consists of two pillars: intelligence and security (the NATO Office of Security). The Intelligence pillar delivers strategic intelligence-based analysis to inform North Atlantic Council (NAC) and Military Committee (MC) decision making on Political-Strategic issues of concern to NATO. The NATO Office of Security (NOS) coordinates NATO security among NATO Nations and civil and military bodies as well as International Organisations and partner countries. It is also responsible for the security of personnel, installations, information and IT systems at the NATO Headquarters in Brussels and NATO Liaison Offices abroad and for the protection of the Secretary General.</p> <p>The selected fellow will work for the Security Policy Oversight Branch, Cyber Investigation and Audit team.</p>
Training components and learning elements	In the cyber security, the selected intern will contribute to the development of cyber security policies, adapted to the fast



	<p>changing cyber environment, supporting the analysis of vulnerability and penetration tests and handling technical and implementation “hands-on” computer security tasks such as security tests and verification activities. The fellow will also assist in the review of security accreditation documentation and analyse workflows, proposing ways to improve these. They will also provide administrative support and improve Information and Knowledge management in the cyber domain.</p> <p>The fellow would be invited to participate in all regular training activities of NATO’s Internship Programme, including a NATO introduction course and the NATO speakers’ series. The learning elements during the fellowship are considerable. At the end of the Internship Programme the fellow will have developed their skills and competencies in several different areas such as analytical thinking, customer service orientation, empathy, flexibility, teamwork, achievement and clarity &amp; accuracy.</p>
Participation in missions or training courses	<p>The fellow will have the possibility to attend cyber security training courses and participate in NATO missions, in case of need and in surge support for major NATO events. In addition, they will have the opportunity to visit several international organisations based in Brussels like EC, EEAS, EDA and many more.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's student
Enrollment duration of the internship	No
Subjects	Cyber security, Intelligence, Computer Science and Engineering, International Security, Security and Intelligence Studies, Digital Systems, and any other relevant to tasks subject.
Language Skills	Knowledge of French would be an asset
Computer literacy	Be an advance user of Microsoft Office package including SharePoint. Knowledge of Splunk would be an asset.
Internship-related experiences	Have a previous experience with other international organizations (UN, OSCE, EU, etc.), national administration, research or industry.
Additional skills/requirements	<ul style="list-style-type: none"><li>• have at least two years of university level studies or equivalent education or be a recent graduate (degree obtained no longer than 12 months ago).</li><li>• be a national of a NATO member state,</li><li>• be at least 21 years old.</li></ul>
Additional comments	



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<b>Reference No.:</b>	<b>NATO5</b>
<b>Department:</b>	<b>Political Affairs and Security Policy (PASP) Division, Global Partnerships</b>
<b>Keyword:</b>	<b>Strategic partnerships</b>
<b>Location:</b>	<b>Belgium, Brussels</b>

**Section A: General Information**

Name of host organisation	North Atlantic Treaty Organization
Organisation's website	<a href="https://www.nato.int/">https://www.nato.int/</a>
Internship Coordinator and/or Focal Point	Panagiotis (Panos) Kalavros
Supervisor	Vamos Gwendoline
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.03.2025 - 31.08.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Political Affairs and Security Policy (PASP) Division leads on the political aspects of NATO's core tasks and it is the IS hub for partnerships within the Alliance. In addition, it provides policy and administrative support to Liaison Offices in Georgia, Moldova and Ukraine, to Liaison Officers to the United Nations in New York and to the OSCE in Vienna, and to the NATO-ICI Regional Centre in Kuwait. The selected fellow will work for the NATO Global Partnership (GP) Section.</p> <p><b>GLOBAL PARTNERSHIPS (GP)</b></p> <p>Within PASP, GP Section is responsible for the development and the implementation of political guidance related to NATO's relations with its Global Partners (Australia, Colombia, Japan, Mongolia, New Zealand, Pakistan, Republic of Korea). The Section is also responsible for the development and the implementation of political guidance related to NATO's relations with China, outreach to NATO's contact countries, as well as political aspects of NATO's approach to Afghanistan. The fellow would likely have the opportunity to work across all these files.</p>





Training components and learning elements	<p>The selected fellow will gain an invaluable insight into the Alliance's decision-making and into the broader institutional processes behind its policies, projects and partnerships. They will have a unique opportunity to enhance their research, drafting and analytical skills against a complex international environment. In addition, their communication and organisational skills, flexibility and adaptability will be put to the test against the background of the ever-changing security environment. They may have the opportunity to participate in missions on an ad-hoc basis.</p> <p>The fellow will:</p> <ul style="list-style-type: none"><li>• Assist in the development and preparation of policy papers, checklists and speeches for high level NATO officials and speaking notes for meetings;</li><li>• Take notes at committee meetings;</li><li>• Support the organisation of workshops, seminars and events;</li><li>• Conduct basic research and assist in monitoring global developments;</li><li>• At times, attend debates and discussions on security and defence related issues with relevance to the internship;</li><li>• Provide administrative, organisational and coordination support.</li></ul> <p>The fellow would be invited to participate in all regular training activities of NATO's Internship Programme, including a NATO introduction course and the NATO speakers' series. The learning elements during the fellowship are considerable. At the end of the Internship Programme the fellow will have developed their skills and competencies in several different areas such as analytical thinking, customer service orientation, empathy, flexibility, teamwork, achievement and clarity &amp; accuracy.</p>
Participation in missions or training courses	<p>The fellow will have the possibility to participate in NATO missions, in case of need and in surge support for major NATO events. In addition, they will have the opportunity to visit several international organisations based in Brussels like EC, EEAS, EDA and many more.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's student
Enrollment duration of the internship	No
Subjects	Political Science, International Relations/ Affairs / Security, Europe, Asia, China, Political Economy, Global and European Law, International Conflict Studies and any other relevant to tasks subject.
Language Skills	Knowledge of Mandarin, Japanese or Korean would be desirable
Computer literacy	Be an advance user of Microsoft Office package including SharePoint
Internship-related experiences	Have a previous experience with other international organizations, national administration, or research.
Additional skills/requirements	<ul style="list-style-type: none"><li>• have at least two years of university level studies or equivalent education or be a recent graduate (degree obtained no longer than 12 months ago),</li><li>• be a national of a NATO member state,</li></ul>





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	<ul style="list-style-type: none"><li>• be at least 21 years old.</li></ul>
Additional comments	



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<b>Reference No.:</b>	<b>NATO06</b>
<b>Department:</b>	<b>Political Affairs and Security Policy (PASP) Division , Middle East and North Africa (MENA) Section</b>
<b>Keyword:</b>	<b>Political affairs, MENA, partnerships</b>
<b>Location:</b>	<b>Belgium, Brussels</b>

**Section A: General Information**

Name of host organisation	North Atlantic Treaty Organization
Organisation's website	<a href="https://www.nato.int/">https://www.nato.int/</a>
Internship Coordinator and/or Focal Point	Panagiotis (Panos) Kalavros
Supervisor	Giovanni Romani
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.03.2025 - 31.08.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Political Affairs and Security Policy (PASP) Division leads on the political aspects of NATO's core tasks and it is the IS hub for partnerships. In addition, it provides policy and administrative support to Liaison Offices in Georgia, Moldova and Ukraine, to Liaison Officers to the United Nations in New York and to the OSCE in Vienna, and to the NATO-ICI Regional Centre in Kuwait. The selected fellow will work for the Middle East and North Africa (MENA) Section.</p> <p>The MENA Section is responsible for developing and promoting NATO policy, political relations, cooperation with NATO Mediterranean Dialogue (MD) and Istanbul Cooperation Initiative (ICI) countries, as well as with Iraq, Libya, ICI-invited countries Saudi Arabia and Oman, the Gulf Cooperation Council, the League of Arab States and the G5 Sahel.</p>
Training components and learning elements	The selected fellow will gain an invaluable insight into the Alliance's decision-making and into the broader institutional processes behind its policies, projects and partnerships. They will have a



	<p>unique opportunity to enhance their research, drafting and analytical skills against a complex international environment. In addition, their communication and organisational skills, flexibility and adaptability will be put to the test against the background of the ever-changing security environment. They may have the opportunity to participate in missions on an ad-hoc basis.</p> <p>The fellow will:</p> <ul style="list-style-type: none"><li>• Assist in the development and preparation of policy papers, checklists and speeches for high level NATO officials and speaking notes for meetings;</li><li>• Take notes at committee meetings;</li><li>• Support the organisation of workshops, seminars and events;</li><li>• Conduct basic research and assist in monitoring global developments;</li><li>• At times, attend debates and discussions on security and defence related issues with relevance to the internship;</li><li>• Provide administrative, organisational and coordination support.</li></ul> <p>The fellow would be invited to participate in all regular training activities of NATO's Internship Programme, including a NATO introduction course and the NATO speakers' series. The learning elements during the fellowship are considerable. At the end of the Internship Programme the fellow will have developed their skills and competencies in several different areas such as analytical thinking, customer service orientation, empathy, flexibility, teamwork, achievement and clarity &amp; accuracy.</p>
Participation in missions or training courses	<p>The fellow will have the possibility to participate in NATO missions, in case of need and in surge support for major NATO events. In addition, they will have the opportunity to visit several international organisations based in Brussels like the European Commission, EEAS, and many more.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's student
Enrollment duration of the internship	No
Subjects	Political Science, International Relations/ Affairs / Security, Political Economy, Global and European Law, International Conflict Studies, Area Studies and any other relevant to tasks subject.
Language Skills	Knowledge of French and Arabic is an asset.
Computer literacy	Be an advance user of Microsoft Office package including SharePoint
Internship-related experiences	Have experience in working on MENA/Africa files
Additional skills/requirements	<ul style="list-style-type: none"><li>• have at least three years of university level studies or equivalent education or be a recent graduate (degree obtained no longer than 12 months ago),</li><li>• be a national of a NATO member state,</li><li>• be at least 21 years old.</li></ul>
Additional comments	



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<b>Reference No.:</b>	<b>NATO7</b>
<b>Department:</b>	<b>Political Affairs and Security Policy (PASP) Division, Multilateral Organization</b>
<b>Keyword:</b>	<b>Stakeholders management, political affairs</b>
<b>Location:</b>	<b>Belgium, Brussels</b>

**Section A: General Information**

Name of host organisation	North Atlantic Treaty Organization
Organisation's website	<a href="https://www.nato.int/">https://www.nato.int/</a>
Internship Coordinator and/or Focal Point	Panagiotis (Panos) Kalavros
Supervisor	Soula Michel
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.03.2025 - 31.08.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Political Affairs and Security Policy (PASP) Division leads on the political aspects of NATO's core tasks and it is the IS hub for partnerships within the Alliance. In addition, it provides policy and administrative support to Liaison Offices in Georgia, Moldova and Ukraine, to Liaison Officers to the United Nations in New York and to the OSCE in Vienna, and to the NATO-ICI Regional Centre in Kuwait.</p> <p>The Multilateral Organisations' Section (MO) deals with NATO's relationships with other multilateral organisations, most notably with the EU, the UN, the OSCE and the AU. The portfolio also encompasses NATO's engagement with other organisations such as the OECD, the ICRC, the World Bank, the UNODC, the IOM or the Council of Europe. The fellow will support the section in developing relations with other international organisations, as well as for specific functional domains or the preparation of Foreign Ministerial and Summit meetings.</p>



Training components and learning elements	<p>The selected fellow will gain an invaluable insight into the Alliance's decision-making and into the broader institutional processes behind its policies, projects and partnerships. They will have a unique opportunity to enhance their research, drafting and analytical skills against a complex international environment. In addition, their communication and organisational skills, flexibility and adaptability will be put to the test against the background of the ever-changing security environment. They may have the opportunity to participate in missions on an ad-hoc basis.</p> <p>The fellow will:</p> <ul style="list-style-type: none"><li>• Assist in the development and preparation of policy papers, checklists and speeches for high level NATO officials and speaking notes for meetings;</li><li>• Take notes at committee meetings;</li><li>• Support the organisation of workshops, seminars and events;</li><li>• Conduct basic research and assist in monitoring global developments;</li><li>• At times, attend debates and discussions on security and defence related issues with relevance to the internship;</li><li>• Provide administrative, organisational and coordination support.</li></ul> <p>The fellow would be invited to participate in all regular training activities of NATO's Internship Programme, including a NATO introduction course and the NATO speakers' series. The learning elements during the fellowship are considerable. At the end of the Internship Programme the fellow will have developed their skills and competencies in several different areas such as analytical thinking, customer service orientation, empathy, flexibility, teamwork, achievement and clarity &amp; accuracy.</p>
Participation in missions or training courses	<p>The fellow will have the possibility to participate in NATO missions, in case of need and in surge support for major NATO events. In addition, they will have the opportunity to visit several international organisations based in Brussels like the European Commission, EEAS, EDA and many more.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's student
Enrollment duration of the internship	No
Subjects	Political Science, International Relations/ Affairs / Security, Political Economy, Global and European Law, International Conflict Studies and any other relevant to tasks subject.
Language Skills	Knowledge of French would be an asset
Computer literacy	Be an advance user of Microsoft Office package including SharePoint,
Internship-related experiences	Have a previous experience with other international organizations (UN, OSCE, EU, etc.)
Additional skills/requirements	<ul style="list-style-type: none"><li>• be a national of a NATO member state,</li><li>• be at least 21 years old,</li><li>• have at least two years of university level studies or equivalent education or be a recent graduate (degree obtained no longer than 12 months ago),</li></ul>



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Additional comments	
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**Reference No.:** NATO8

**Department:** Public Diplomacy Division, Strategic Communications Unit, Campaigns Management

**Keyword:** Digital communication

**Location:** Belgium, Brussels

**Section A: General Information**

Name of host organisation	North Atlantic Treaty Organization
Organisation's website	<a href="https://www.nato.int/">https://www.nato.int/</a>
Internship Coordinator and/or Focal Point	Panagiotis (Panos) Kalavros
Supervisor	Kevin Prager, Ben Tufft
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.03.2025 - 31.08.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The placement is within the Public Diplomacy Division Strategic Communications Unit. The PDD Strategic Communications Unit is responsible for developing and implementing a pro-active, integrated approach to NATO's communications, working in close coordination with Divisions of the NATO International Staff and the military chain of command, as well as with NATO member and partner nations.</p> <p>The Carlo Schmid Fellow would be assigned to the Strategic Communications Unit with particular focus on:</p> <ul style="list-style-type: none"><li>• Campaigns: Supporting colleagues from across PDD in the development of multi-faceted communications campaigns, developing objectives and contributing to analysing qualitative and quantitative assessment metrics.</li><li>• Branding: Advancing special projects in support of the One NATO Brand in collaboration with civilian and military colleagues.</li></ul> <p>Within the Strategic Communications Unit, there are also several</p>





	cross-cutting functions, including communications strategy development, the integration of strategic communications in policy development, audience research, assessments of the information environment and related capability development. The Carlo Schmid Fellow would have the opportunity to work closely with colleagues across these areas, the Front Office of the Assistant Secretary General for Public Diplomacy and other PDD Sections.
Training components and learning elements	The Carlo Schmid Fellow would be invited to participate in all regular training activities of NATO's Internship Programme, including a NATO introduction course and the NATO speakers' series. The learning elements during the fellowship are considerable. Strategic communications has been identified by NATO Allies as critical in today's environment and the fellowship offers substantial exposure to and involvement in key issues on NATO's agenda. Enhanced and systematic coordination in the realm of communications is essential if the Alliance is to address current and future challenges – and the incumbent would be directly contributing to this directive. At the end of the Internship Programme the fellow will have developed their skills and competencies in several different areas such as analytical thinking, customer service orientation, empathy, flexibility, teamwork, achievement and clarity & accuracy.
Participation in missions or training courses	The incumbent can enrol in the language training courses offered via NATO's internship programme. Previous fellows have participated in NATO missions, including to a NATO Summit. In addition, the fellow will have the opportunity to visit several international organisations based in Brussels like EC, EEAS, EDA and many more.

## **Section C: Required Qualifications**

Academic background at least	Bachelor's student
Enrollment duration of the internship	No
Subjects	International Relations, Political Science, Political marketing, Public policy, Public relations, Journalism, Communication Studies, History, Marketing or a related field.
Language Skills	French and Russian language are both very useful for this team
Computer literacy	Good working knowledge of MS Office applications, experience with Canva would be an asset.
Internship-related experiences	Have a previous experience with other international organizations (UN, OSCE, EU, etc.), national administration, research or industry
Additional skills/requirements	<ul style="list-style-type: none"> <li>• be a national of a NATO member state,</li> <li>• be at least 21 years old.</li> <li>• have at least two years of university level studies or equivalent education or be a recent graduate (degree obtained no longer than 12 months ago),</li> </ul>
Additional comments	



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<b>Reference No.:</b>	<b>OECD01</b>
<b>Department:</b>	<b>Environment Directorate/Environmental Performance and Information Division</b>
<b>Keyword:</b>	<b>International Programme for Action on Climate (IPAC)</b>
<b>Location:</b>	<b>France, Paris</b>

**Section A: General Information**

Name of host organisation	Organisation for Economic Co-operation and Development
Organisation's website	<a href="https://www.oecd.org/">https://www.oecd.org/</a>
Internship Coordinator and/or Focal Point	Martin Wassermann
Supervisor	Rodrigo Pizarro
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>"The CS Fellow would contribute to analytical work on the evolution of climate action and policies in the international Programme for Action on Climate (IPAC). IPAC has developed a major new data set on climate actions and policies (CAMPF), this is the most comprehensive data set currently available on climate mitigation policies. We are seeking support to develop analytical capacities to expand this data set and explore analytical questions such as: policy sequencing, policy impact, and the role of policy packages, among others, in the climate change policy space. The CS Fellows work will produce key analytical pieces sustained on technical and quantitative work that will support IPAC work and contribute to other workstreams, such as IFCMA. The results will be presented at the Working Party on Environmental Information, and other relevant venues. The CS Fellow will work with a dedicated team responsible for IPAC deliverables. S/he would contribute to background research, data analysis, and above all</p>



	quantitative applications either using STATA, R or other statistical packages. Further information on IPAC is available at <a href="https://www.oecd.org/climate-action/ipac">https://www.oecd.org/climate-action/ipac</a>
Training components and learning elements	The CS Fellow will be fully integrated in the work of IPAC and the EPI Division (about 35 persons), participating in team and division meetings, and attending official meetings. The CS Fellow will also have the opportunity to engage in discussions with officials and stakeholders from the reviewed country as well as the peer reviewers working on the review. The CS Fellow will acquire a knowledge of climate change policy and the broader international institutional framework, as well as understand the challenges associated with the development of comprehensive, systematic and comparable data. Above all the CS Fellow will acquire and perfect analytical skills for quantitative policy analysis. S/he will also gain an understanding of the working methods and processes the OECD uses to conduct independent analysis, engage with member countries, and promote peer to peer learning. The CS Fellow will gain a better understanding of how the Organisation functions and gain insights into a multi-cultural working environment. There will also be opportunities to engage with other teams in the Environmental Directorate and more broadly in OECD departments, such as the Centre for Tax Policy and Administration, the Economics Department, the international Energy Agency among others, as well as acquire knowledge of key OECD initiatives such as the IFCMA.
Participation in missions or training courses	"The CS Fellow will be asked to participate in official meetings and teams' discussion and support work with country delegates. However, presently, IPAC does not carry out on-the-ground field missions. OECD internal training courses can also be attended on e.g. quantitative methods, statistical software and programming, report drafting, project management or language training. The Environment Directorate holds a series of "brown bag seminars" on current issues in environmental policy. In another series, OECD staff and external academics present their "work-in-progress" on a range of contemporary economics research (incl. productivity, employment, green growth, firm and industry analysis, etc). These are open to all staff to attend and/or lead if interested."

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Environmental economics and policy, environmental science, public policy, statistics, data analysis or other quantitative methods.
Language Skills	Proven ability to draft clearly and concisely in English. Knowledge of other languages (French, German, etc) would be an asset.
Computer literacy	Skilled in Microsoft Office products, especially Word, Excel, PowerPoint. Knowledge of STATA, R, or other equivalent packages, Python is a plus
Internship-related experiences	Knowledge and experience of quantitative analysis and statistical packages. Knowledge of climate change and international frameworks a plus,



	but not essential. Demonstrated ability to write clearly, and summarise complex analysis concisely and in a manner accessible to non-expert audience.
Additional skills/requirements	Good communication, research and drafting skills. Good interpersonal skills, including the ability to establish and maintain good working relations with staff at all levels in a multicultural environment. Ability to work independently and as part of a high-performing team. Focus on delivering high-quality work and attention to detail.
Additional comments	The CS Fellow will have the opportunity to work in a unique professional environment working on new issues and priority OECD policy areas.



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**Reference No.:** OECD02

**Department:** Development Co-operation Directorate Reviews, Results, Evaluations and Development Innovation Division

**Keyword:** Sustainable development

**Location:** France, Paris

**Section A: General Information**

Name of host organisation	Organisation for Economic Co-operation and Development
Organisation's website	<a href="https://www.oecd.org/">https://www.oecd.org/</a>
Internship Coordinator and/or Focal Point	Martin Wassermann
Supervisor	Chantal Verger
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Intern will contribute to a high profile international project which builds on an extensive research on using the SDGs as a shared framework for results in partner countries. The research identified a series of challenges pointing to a real need to further strengthen and harmonise results approaches, enhance collaboration and reinforce country focus. The overall objective of the project is to improve the quality of development co-operation and enhance results-based practices and frameworks of partner countries and providers of development co-operation. This will, in turn, help to achieve greater individual and collective impact in support of sustainable development.</p> <p>The intern will contribute to the uptake and broadening of the evidence-based guidance toolkit "Impact by Design", which can help actors better co-operate around results. Broadening the toolkit will require thematic analysis on results linked to strategic issues such as engaging the private sector, linking results and financing,</p>



	and engaging in politically constrained environments. The intern will also contribute to a series of actions in partner countries to strengthen the effectiveness and use of quality results frameworks as an anchor for country-level engagement; and in OECD countries to support development co-operation providers' results-based approaches to enable them to align to common results frameworks and effectively engage in partnering exercises. In doing so, the intern will liaise with the other OECD units and directorates involved in the same area to ensure complementarity and consistency (e.g. OECD Statistics and Data Directorate (SDD), OECD Development Co-operation Directorate (DCD), Centre for Well-being, Inclusion, Sustainability and Equal opportunity (WISE), Global Relations and Cooperation Directorate (GRC).
Training components and learning elements	In contributing actively to an international project, the intern will learn rigorous evidence-based research and analysis methodologies, how to translate findings into guidance, and effective messaging techniques. The intern will also learn from the many interactions they will have with a variety of development actors and will get a solid knowledge about the SDGs, issues related to digitalisation, and their implications for development cooperation. Lastly, the intern will gain familiarity with effective institutional setups such as the one at OECD that effectively fosters inter-country learning, knowledge transfer, policy dialogue, and multilateral rule-setting and decision-making. Many of these learnings will be directly relevant to other institutional setups in his/her future professional career.
Participation in missions or training courses	Possibility to attend high-level OECD seminars and events covering a wide range of issues. Possibility to get targeted training in knowledge areas or soft skills relevant to his/her functions.

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Economics – Development economics Public Administration Political Sciences - Public Policy International Relations
Language Skills	Fluency (written and spoken) in English Some knowledge of French is desirable. Other major languages are an asset.
Computer literacy	MS Office Suite (Word, Excel, PowerPoint, Outlook) R or Stata
Internship-related experiences	Internship within an international organisation or a government working on aspects related to international policies, development cooperation or evaluation. Exposure to development work in a partner country would be an asset.
Additional skills/requirements	Good knowledge of the international development context including the SDGs. Good understanding of core principles of results-based management in the development field - expertise in indicators and monitoring systems is an asset. Ability to work and communicate effectively and in a co-operative spirit in a multicultural environment, both independently and as part of a team. Good analytical and quantitative skills, and ability to draft clearly and



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	concisely.
Additional comments	The Intern will work within a dynamic team used to host and foster the professional development of students from prestigious universities (Princeton University, Graduate Institute Geneva, Sciences Po Paris, Bocconi University).





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<b>Reference No.:</b>	<b>OECD03</b>
<b>Department:</b>	<b>Directorate for Financial and Enterprise Affairs/Anti-Corruption Division</b>
<b>Keyword:</b>	<b>Corruption; Integrity; Legal</b>
<b>Location:</b>	<b>France, Paris</b>

**Section A: General Information**

Name of host organisation	Organisation for Economic Co-operation and Development
Organisation's website	<a href="https://www.oecd.org/">https://www.oecd.org/</a>
Internship Coordinator and/or Focal Point	Martin Wassermann
Supervisor	Mary Crane
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Internship Objectives within the Directorate for Financial and Enterprise Affairs, Anti-Corruption Division</p> <p>Positioning and Supervision:</p> <ul style="list-style-type: none"><li>• Placement within the Directorate for Financial and Enterprise Affairs, specifically the Anti-Corruption Division.</li><li>• Global oversight and mentoring provided by a Senior Manager.</li><li>• Opportunity for diverse exposure via a management rotation with various project managers.</li></ul> <p>Key Deliverables &amp; Responsibilities:</p> <ol style="list-style-type: none"><li>1. OECD Anti-Bribery Convention monitoring:<ul style="list-style-type: none"><li>• Facilitate the OECD WGB's country evaluations through research and analysis related to foreign bribery infractions.</li><li>• Conduct research into ongoing foreign bribery incidents within evaluated countries and curate summaries of relevant case laws.</li><li>• Identify and dissect prevalent themes emerging from WGB reports.</li><li>• Accumulate and categorize recommendations endorsed by the</li></ul></li></ol>



	<p>WGB during its monitoring phase.</p> <ul style="list-style-type: none"><li>• Offer comprehensive support in all tasks associated with this domain.</li></ul> <p>2. Event Coordination:</p> <ul style="list-style-type: none"><li>• Support the organisation of the division's meetings, seminars, and other significant events.</li><li>• Design and draft materials including, but not limited to, PowerPoint presentations, talking points, briefing notes and agendas.</li><li>• Support the ACD team in the identification and engagement of keynote speakers and essential participants.</li></ul> <p>3. Supporting the Division's Global Relations Initiatives:</p> <ul style="list-style-type: none"><li>• Extract pertinent data on non-member economies' strategies to amplify business ethics, primarily leveraging desk-based research methodologies.</li><li>• Engage in deep-dive research on OECD's gold standard practices related to governmental incentives encouraging corporate anti-corruption compliance.</li><li>• Utilize open data sources from both non-member and OECD nations to furnish support to drafting teams operating across various international projects (notably in regions such as MENA, Asia-Pacific, and Africa).</li><li>• Collaborate with the OECD DAF/ACD unit to strategize, design, and synchronize regional events.</li></ul> <p>4. Communication and Outreach:</p> <ul style="list-style-type: none"><li>• Provide support for the DAF/ACD communications team, focusing on the widespread dissemination of the division's key publications and findings.</li></ul>
Training components and learning elements	The internship involves on the job training by anticorruption experts on the implementation and enforcement of the OECD Anti-Bribery Convention in countries that are Party to the Convention and key stakeholder and non-Member countries. Introduction to OECD work more broadly on business conduct issues will also be involved.
Participation in missions or training courses	At least two plenary sessions of the OECD Working Group on Bribery.

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	<ul style="list-style-type: none"><li>• Law</li><li>• Criminal Law</li><li>• International Law</li><li>• Political Sciences (with a specialisation in international relations)</li></ul>
Language Skills	Knowledge of one of the OECD's two official languages (English and French) at a professional level (C1-C2) is a prerequisite, along with a general willingness to learn the other. Knowledge of other languages such as Spanish, Modern Standard Arabic or Russian (at B1-C2 levels) would be an advantage but not a prerequisite.



Computer literacy	Professional proficiency in Microsoft Office (Microsoft Word mainly) is a bare minimum. A good command of PowerPoint and visualisation programs such as Power BI or R would be an advantage.
Internship-related experiences	Any of the following experiences would be considered an asset: <ul style="list-style-type: none"><li>- Any Experience (including research) in dealing with regulatory policy issues at national or international level, ideally with a regulatory oversight body, sectoral regulator, international organisation, consulting body academic institution, or law firm.</li><li>- Any experience working in an international setting (i.e., doing international work/internships for a national government, international organisation, or private sector).</li><li>- Any Relevant experience in carrying out analysis and contributing to the development of policy recommendations.</li><li>- Experience in presenting technical subjects in a compelling manner.</li></ul>
Additional skills/requirements	For this role, the following competencies would be particularly important: Achievement focus, Analytical thinking, Drafting skills, Flexible thinking, Teamwork, Diplomatic sensitivity. Please refer to the level 1 indicators of the OECD Core Competencies. Available at: <a href="https://www.oecd.org/careers/competency_framework_en.pdf">https://www.oecd.org/careers/competency_framework_en.pdf</a>
Additional comments	



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<b>Reference No.:</b>	<b>OECD04</b>
<b>Department:</b>	<b>Economics Department/Country Studies 1</b>
<b>Keyword:</b>	<b>Analysis of economic policies in Ukraine</b>
<b>Location:</b>	<b>France, Paris</b>

**Section A: General Information**

Name of host organisation	Organisation for Economic Co-operation and Development
Organisation's website	<a href="https://www.oecd.org/">https://www.oecd.org/</a>
Internship Coordinator and/or Focal Point	Martin Wassermann
Supervisor	Jens HOJ
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	The intern will contribute to the work of the desk, notably to the first post-war Economic Survey of Ukraine. This will include macroeconomic projection exercises, briefings and other regular outputs. (S)he will get exposure to internal meetings where policy analysis and recommendations are discussed, for example during the projection round, participate in external meetings, getting a hands-on experience with economic policy analysis in an international organisation. The candidate will have to conduct a small analytical project under the supervision of the head of desk. The subject of the project is to be determined on the basis of the candidate's skills, and be related to structural policies to foster post-war economic growth. The internship will close with an internal presentation of the results to the Division or Department.
Training components and learning elements	Economic and econometric analysis, peer-reviewing and benchmarking to best practices, independent drafting and working to strict deadlines, teamwork, effective communication and presentation skills.



Participation in missions or training courses	Participation in structural mission; training course on the modeling framework for country macroeconomic projections In-house seminars on concurrent economic issues and problems.
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## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Economics; Econometrics; Political science; Public policy studies
Language Skills	Knowledge of Ukrainian is not required, but would be an asset.
Computer literacy	MS office skills are required, good skills in using econometric packages would be an asset.
Internship-related experiences	The intern will be working on the first post-war Economic Survey of Ukraine, requiring a willingness to engage in a range of subjects, including macroeconomic policies and structural reform to promote sustainable and inclusive economic growth. Importantly, the candidate should have the capacity to work on new topics and get quickly familiar with complex economic and policy-related issues.
Additional skills/requirements	The intern should have good knowledge of economics and/or econometrics. Economics or Quantitative methods/Econometrics master is an asset. Good drafting skills in English are a pre-requisite.
Additional comments	



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<b>Reference No.:</b>	<b>OECD05</b>
<b>Department:</b>	<b>Directorate for Education and Skills/Policy Advice and Implementation</b>
<b>Keyword:</b>	<b>Inclusive assessments in education</b>
<b>Location:</b>	<b>France, Paris</b>

**Section A: General Information**

Name of host organisation	Organisation for Economic Co-operation and Development
Organisation's website	<a href="https://www.oecd.org/">https://www.oecd.org/</a>
Internship Coordinator and/or Focal Point	Martin Wassermann
Supervisor	Lucie Cerna
Second Supervisor	Hannah Kitchen

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>This internship will support the OECD's Directorate for Education and Skills in delivering policy advice in the area of inclusive assessments. The intern will contribute to the work of the new equity, inclusion and transitions cluster within the Policy Advice and Implementation Division. Many countries are concerned about how inclusive their assessments are and looking to the OECD for policy advice. Inclusive assessments are meant to ensure that all students have the opportunity to participate in educational activities, including assessment activities, and to demonstrate their knowledge, skills and competencies in a fair way. More specifically, the intern will explore selected countries' national data on performance of different types of students across different types of assessments, and draw on relevant national studies (e.g. Germany and the Netherlands) on this issue. The intern will also explore the principles of both external exams and teacher-based assessment that are important for promoting inclusiveness (e.g. types of questions, topics, question wording, designing assessments that effectively assess competencies rather than knowledge</p>



	reproduction). For teacher-based assessment this might include teacher guidance on detecting their own biases and how to correct them. The intern will draft a working paper or a policy brief on this topic, and prepare briefing notes and presentations.
Training components and learning elements	The intern will acquire knowledge and expertise on: <ul style="list-style-type: none"><li>• how to analyse data on performance of different types of students across assessment types</li><li>• how to examine the inclusiveness of different types of assessments</li><li>• how to draft for a policy-oriented audience</li><li>• how to translate policy issues to actionable policy recommendations</li><li>• how to work in close cooperation with relevant OECD colleagues and liaise with external stakeholders</li></ul>
Participation in missions or training courses	The intern will have numerous opportunities to engage with experts the field of education, international assessment and related topics, both in internal OECD meetings and in conferences with an international focus. The intern will also be able to attend any relevant internal OECD courses upon agreement with the supervisor/s.

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Education, economics, political sciences, public policy, social sciences
Language Skills	French and other languages would be an asset.
Computer literacy	Excellent knowledge of MS Office and very good knowledge of statistical software (e.g. STATA).
Internship-related experiences	Previous work experience relevant to the scope of works of the proposed assignment is preferred but not essential. We welcome applications from a wide range of backgrounds, including with relevant work experiences beyond internships.
Additional skills/requirements	Strong drafting and quantitative skills as described in the detailed description of the internship project and tasks would be a strong asset.
Additional comments	Good interpersonal and communication skills, and understanding of multicultural and diverse environment of the OECD would be desirable.





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<b>Reference No.:</b>	<b>OECD06</b>
<b>Department:</b>	<b>Global Relations and Cooperation Directorate/Middle East and Africa</b>
<b>Keyword:</b>	<b>Africa-OECD Partnership</b>
<b>Location:</b>	<b>France, Paris</b>

**Section A: General Information**

Name of host organisation	Organisation for Economic Co-operation and Development
Organisation's website	<a href="https://www.oecd.org/">https://www.oecd.org/</a>
Internship Coordinator and/or Focal Point	Martin Wassermann
Supervisor	Carlos Conde
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The intern will support the implementation of the Africa-OECD Partnership adopted by the Meeting of the OECD Council at the Ministerial level in June 2023.</p> <p>The Africa-OECD Partnership aims at establishing a long-term political partnership with the African continent through a demand driven and coherent approach based on mutual interest and common priorities. The Partnership revolves around three areas of work: i) investment and trade, resilience of global and regional value chains and food security with a particular focus on the agriculture sector; ii) resources mobilisation through the fight against tax fraud and avoidance, illicit financial flows and anti-corruption; iii) human capital development (education, skills and inclusion), including through responsible business conduct, climate resilience and a just green transition. The Partnership mainstreams a transversal pillar on statistical capacity building. It also comprises the establishment of the African Virtual Investment Platform (AfVIP).</p> <p>The intern will support the organisation of events and missions,</p>



	contribute to policy notes, ensure smooth coordination between OECD Directorates involved in the Partnership, support internal and external strategic communication, and undertake other related tasks to be defined in her/his terms of reference.
Training components and learning elements	The intern will improve her/his coordination and organisational skills, as well as her/his drafting skills and analytical thinking by providing support to the production of policy papers. She/he will learn how to assist in the preparation of OECD senior leadership's missions and meetings with high-level African officials ensuring that key strategic issues are covered and key messages are transmitted in the most appropriate manner.
Participation in missions or training courses	The intern will support the preparation of field missions of OECD officials in Africa and will participate in some of those. The horizontal nature of the work will allow the intern to be exposed to many areas of expertise of the OECD. Furthermore, the intern will have the opportunity to benefit from training courses offered by the OECD.

### **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	International relations or public policy, economics, law, economic development with a specific focus on Africa.
Language Skills	Good knowledge of French is desirable.
Computer literacy	Excellent knowledge of Word, Excel and Power Point is required.
Internship-related experiences	Drafting, organisational and communication skills.
Additional skills/requirements	The intern will be expected to demonstrate behaviours aligned to the six core competencies of the OECD: vision and strategy; enable people; ethics and integrity; collaboration and horizontality; achieve results; and innovate and embrace changes.
Additional comments	Strong interest and possibly experience in African and its equal-footing participation in the multilateral system would be desirable.



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**Reference No.:** OECD07

**Department:** Economics Department  
**Keyword:** Office of the Chief Economist

**Location:** France, Paris

**Section A: General Information**

Name of host organisation	Organisation for Economic Co-operation and Development
Organisation's website	<a href="https://www.oecd.org/">https://www.oecd.org/</a>
Internship Coordinator and/or Focal Point	Martin Wassermann
Supervisor	Dennis Dlugosch
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Office of the Chief Economist is looking for an Intern to contribute to the Department's analysis and communications on strategic outputs, as part of a small team. The Candidate will work in close coordination with the country and policy experts of the Economics Department as well as on cross-cutting issues across OECD Directorates (notably with the Sherpa team in the Office of the Secretary General on G20 and G7 issues) and with other international organisations.</p> <p>This will include undertaking research projects, preparing materials, presentations and background analysis for the Chief Economist, particularly on the OECD's flagship Economic Outlook publication and contributing to help develop innovative data visualisation. The Intern will also provide statistical and quantitative analysis, carry out literature reviews and contribute to drafting policy and research papers for the G-20 and OECD Committees, in support of the global agenda on structural reforms to achieve strong, sustainable and inclusive growth. (S)he will also support the communication and outreach on the key products of the Economics</p>



	<p>Department.</p> <p>Main Responsibilities</p> <ul style="list-style-type: none"><li>• Background research and analysis on macroeconomic and structural policy issues</li><li>• Preparation of briefing materials and background analysis for the OECD Chief Economist</li><li>• Contribution to developing innovative data visualisation</li><li>• Statistical analysis and contribute to drafting policy and research papers with co-authors in the Economics Department</li><li>• Supporting the communication of key products of the Economics department, including through social media</li></ul>
Training components and learning elements	<p>The intern will be exposed to the entire cycle of the Economic Outlook flagship publication as well as dealing with day-to-day requests for briefings. S/he will be trained by more senior colleagues in inputs into the publication, presentations and speeches, as well as trained by the communication team in translating economic results into material attractive for a broader audience as well as promoting it. This offers a full range of skill building and exposure to a wide variety of OECD work, which is valuable early in the career.</p>
Participation in missions or training courses	<p>The intern will take part in the organisation of and participate in meetings of ECO committees (e.g. EPC), seminars and webinars relevant to the economic outlook as well as potentially in missions relevant to the job. She/he will receive on the job training in drafting, publications, communications. The intern would be able to participate in selected presentations and events of the Chief Economist. Potential access to other OECD training.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's student
Enrollment duration of the internship	No
Subjects	Economics, Econometrics, Statistics
Language Skills	Ability to draft in English. Any additional language skills would be an asset.
Computer literacy	Stata required, R and Python would be an advantage
Internship-related experiences	We are looking for a dynamic, self-motivated person with good empirical and data skills and the ability to draft inputs directly for the Chief Economist. The person should be able to work independently but will receive direct supervision from more senior members of the team and benefit from the unique opportunity to liaise directly with the Chief Economist. She/he is expected to show creative thinking, flexibility and high level of diplomatic skills.
Additional skills/requirements	
Additional comments	



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<b>Reference No.:</b>	<b>OECD08</b>
<b>Department:</b>	<b>General Secretariat/Council and Executive Committee Secretariat</b>
<b>Keyword:</b>	<b>OECD Council</b>
<b>Location:</b>	<b>France, Paris</b>

**Section A: General Information**

Name of host organisation	Organisation for Economic Co-operation and Development
Organisation's website	<a href="https://www.oecd.org/">https://www.oecd.org/</a>
Internship Coordinator and/or Focal Point	Martin Wassermann
Supervisor	Sarah Finke
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Support to the preparation, coordination and follow-up of sessions of the Council, Executive Committee and related meetings, notably:</p> <ul style="list-style-type: none"><li>• Co-ordinate inputs from the Secretariat and Member countries' Delegations;</li><li>• Conduct analysis, review and synthesis of documents;</li><li>• Contribute to the preparation/drafting of briefs for the Chair in advance of meetings;</li><li>• Contribute to the drafting of Summary Records of and follow-up to meetings;</li><li>• Contribute to the drafting of analytical reports on issues of interest to the Council and Executive Committee and to special projects, as well as ad-hoc notes and speaking points for the Director.</li><li>• Contribute to strengthening relationships with Members and actively monitor their positions.</li><li>• Build and foster a network of contacts within the Secretariat and with Permanent Delegations;</li><li>• Act as CES Focal Point for a number of OECD Directorates</li></ul>



	<p>and follow their work related to Council and the Executive Committee;</p> <ul style="list-style-type: none"><li>• Respond to questions from colleagues in the Secretariat and from Permanent Delegations;</li><li>• Keep abreast of key international policy issues of relevance to OECD mandates, in particular with respect to identified OECD priorities;</li><li>• Provide substantive support to the Director and the Senior Counsellor, as needed;</li><li>• Represent CES in internal meetings and provide debriefings to the CES team, as requested.</li></ul>
Training components and learning elements	
Participation in missions or training courses	The trainee will not be involved in mission as CES work is primarily based in Paris supporting Council and Executive Committee Secretariat and related meetings. He/She may avail of the various training modules offered by the OECD.

### **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	International relations, political science, international law or public policy/administration, or the equivalent experience in public administration.
Language Skills	English, French would be an asset.
Computer literacy	Microsoft Office suite
Internship-related experiences	Experience in governing bodies of multilateral organisations
Additional skills/requirements	
Additional comments	



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<b>Reference No.:</b>	<b>OECD09</b>
<b>Department:</b>	<b>Environment Directorate/Climate, Biodiversity and Water</b>
<b>Keyword:</b>	<b>Climate adaptation</b>
<b>Location:</b>	<b>France, Paris</b>

**Section A: General Information**

Name of host organisation	Organisation for Economic Co-operation and Development
Organisation's website	<a href="https://www.oecd.org/">https://www.oecd.org/</a>
Internship Coordinator and/or Focal Point	Martin Wassermann
Supervisor	Sophie Lavaud
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The OECD's work programme on climate adaptation and resilience is growing fast and focuses on a wide variety of issues – such as for example climate risk assessment, adaptation policies and measures such as nature-based solutions, adaptation measurement or financing adaptation. Country-focused as well as cross-country analysis are part of the team's work. The OECD aims to provide governments with a better understanding of current and projected climate impacts and with guidance on how to make policies fit for the future.</p> <p>The CS Fellow will be a member of the Climate Change Adaptation and Resilience Team. The candidate will carry out economic research and policy analysis for the preparation of thematic reports on various climate change adaptation topics, such as climate resilient infrastructure, adapting to a changing climate in the management of droughts, or measuring progress in adaptation policies.</p> <p>The candidate will contribute to the team's country work on a needs basis.</p>





	<p>The tasks of the CS Fellow will include but are not necessarily restricted to:</p> <p>Thematic studies:</p> <ul style="list-style-type: none"><li>• Contribute to the economic research and policy analysis, the development of analytical frameworks for the team's major thematic projects</li><li>• Conduct literature reviews;</li><li>• Prepare fact finding missions to discuss results of the preliminary policy analyses and to collect complementary information;</li><li>• Draft case study and synthesis reports comparing policies, achievements and challenges across countries, based on which the task is to formulate policy recommendations;</li><li>• Contribute to dissemination work;</li><li>• Contribute to overall deliverables of the unit;</li><li>• Contribute to briefing requests and other communication pieces;</li><li>• Support the organization of meetings;</li><li>• Support the overall communication of the unit's work, through websites, blogs and policy briefs, etc.</li></ul>
Training components and learning elements	<p>The work provides a range of opportunities for on-the-job training, related to analytical skills, drafting and communication skills, to align with OECD standards in terms of robust policy analyses and engaging policy recommendations.</p>
Participation in missions or training courses	<p>As a team member, the CS Fellow will be offered the opportunity to participate in all project-related events organised by the team. Depending on costs and resources, this may include travelling in and outside Europe.</p> <p>The candidate will equally have the opportunity to participate in internally offered learning courses (for example for specific classes in statistical analysis or statistical software programmes, but equally for language courses or courses to improve policy writing skills).</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	<ul style="list-style-type: none"><li>• Environment science</li><li>• Environmental Economics</li><li>• Public policy</li><li>• Applied statistics</li></ul>
Language Skills	The working language is English. Capacity to speak French is a plus but not a requisite
Computer literacy	Familiarity working with data (demonstrated through experience working with Microsoft Excel, Stata, EViews or other statistical software packages)
Internship-related experiences	Demonstrated interest in research in public policy, public economics, ideally with an interest in climate change adaptation Familiarity working with data (demonstrated through experience working with Excel, Stata, EViews or other statistical software packages)



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	Fluency in English Demonstrated drafting skills in English Ability to work in a multi-cultural, international work environment
Additional skills/requirements	
Additional comments	



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<b>Reference No.:</b>	<b>OECD10</b>
<b>Department:</b>	<b>Development Centre/Natural Resources-based Development</b>
<b>Keyword:</b>	<b>Critical minerals for development</b>
<b>Location:</b>	<b>France, Paris</b>

**Section A: General Information**

Name of host organisation	Organisation for Economic Co-operation and Development
Organisation's website	<a href="https://www.oecd.org/">https://www.oecd.org/</a>
Internship Coordinator and/or Focal Point	Martin Wassermann
Supervisor	Lahra Liberti
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Further to the successful launch at COP27 of the Equitable Framework and Finance for Extractive-based Countries in Transition (EFFECT), the OECD Development Centre is looking for a dynamic, motivated and qualified intern to support the multi-year implementation phase of EFFECT in mineral-rich developing countries to ensure diversified, resilient and responsible critical minerals supply. In particular, the intern is expected to undertake research, policy analysis, and support peer-learning to advancing the activities of the EFFECT Community of Practice on:</p> <p>Capitalising on the transitional minerals opportunity: sustainable mining, value addition, and circular economy. The Community of Practice will support efforts to implement a life-cycle approach to sustainable mining development; effective trade cooperation for local value addition; and private-public, regional, and international collaboration. The Community of Practice will address simultaneously the multidimensional challenges associated with resource-based development, associated trade-offs, and interplay between policy areas to use natural resource wealth in support of</p>



	<p>the Sustainable Development Goals (SDGs). Using extractives as a catalyst for integrated development calls for:</p> <ol style="list-style-type: none"><li>1. the adoption of appropriate policies to generate taxes and revenues;</li><li>2. the maximisation of opportunities for local value creation through linkage development to broaden the tax base and build competitive and diversified economies;</li><li>3. the appropriate management and spending of revenues; and</li><li>4. the capacity to negotiate balanced deals to support the achievement of policy objectives, attract investors, and fully seize the opportunities created by natural resource investment. This includes exploring how the mining sector can be a catalyst for sustainable industrial development, expanded energy access, sustainable infrastructure development, and decarbonisation of mining operations across developing countries. The Community of Practice will also support the establishment of new win-win partnerships between mineral-producer and importer economies, accounting for a fair share of resources to address energy poverty and support local and regional development, while also contributing to global net-zero transformation. These partnerships will be leveraged to deliver the sustainable investments, technology transfer, capacity building and financing needed to meet both climate and sustainable development objectives.</li></ol>
Training components and learning elements	<p>The intern will be exposed to OECD's rigorous methodology for evidence-based analysis, policy dialogue, and peer learning across countries at different stages of development that are confronted with the same challenge: how to make critical minerals work for sustainable development and shared prosperity. It is expected that the intern will also assist with the development of sound policy recommendations and will develop the ability to discern best practices. The OECD offers a wide array of training opportunities, including enhancing language, writing and IT skills, which the Intern will be encouraged to take advantage of.</p>
Participation in missions or training courses	<ol style="list-style-type: none"><li>1. Missions to developing countries that have requested support for EFFECT implementation;</li><li>2. Missions to advance dialogue between importer and producer economies;</li><li>3. multiple training opportunities (see above).</li></ol>

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Political science or development economics, with a specialisation in sustainable mining development
Language Skills	Ability to speak and write in French would be an asset.
Computer literacy	Word, Excel, Stata.



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Internship-related experiences	Previous internships in related fields, including SDGs or energy transition in developing countries, would be an asset
Additional skills/requirements	Team spirit, ability to deliver under tight deadlines without compromising on quality.
Additional comments	



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**Reference No.:** OSRSG CAAC

**Department:** OSRSG CAAC Europe Liaison Office  
**Keyword:** Children and Armed Conflict

**Location:** Belgium, Brussels

**Section A: General Information**

Name of host organisation	Office of the UN Special Representative for Children and Armed Conflict - Europe Liaison Office
Organisation's website	<a href="https://childrenandarmedconflict.un.org/">https://childrenandarmedconflict.un.org/</a>
Internship Coordinator and/or Focal Point	Federica Sola
Supervisor	Federica Solca
Second Supervisor	Romain Consiglio

**Section B: Placement Offer**

Dates and duration of the internship	01.10.2024 - 31.03.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The OSRSG CAAC Europe Liaison Office was established in 2018 in Brussels to further enhance the partnership of the Special Representative of the UN Secretary-General for Children and Armed Conflict with the European Union (EU) and its Member States, civil society based in Europe as well as Geneva based UN mechanisms and institutions on the specific issue of children and armed conflict. The Office represents and liaises with the EU and other organizations in Brussels, as well as with the OSCE in Vienna and with Geneva-based UN mechanisms and partners on behalf of the UN Special Representative for Children and Armed Conflict.</p> <p>Tasks assigned to this post include the following:</p> <ul style="list-style-type: none"><li>• Conduct research and reference searches on various issues related to the children and armed conflict mandate, including on political and security developments and humanitarian issues;</li><li>• Monitor and report on EU policies, initiatives and processes relevant to the children and armed conflict mandate;</li><li>• Attend and take notes at conferences and meetings;</li></ul>



	<ul style="list-style-type: none"><li>• Assist in servicing conferences and meetings;</li><li>• Assist in preparing reports, concept papers, policy documents, talking points, articles and other materials;</li><li>• Perform other duties as assigned.</li></ul>
Training components and learning elements	<p>This post offers an excellent training and learning component. Working as a member of staff in a small UN office, the fellow will frequently be exposed to the work of the UN in the area of children and armed conflict in particular regarding the EU and its Member States. The fellow will participate in a range of policy meetings with EU institutions and Member States and will prepare reports on these meetings to be shared with UN headquarters. The fellow will also have the opportunity to participate in a range of seminars and events organised by key think tanks and civil society organisations working in Brussels. The fellow will learn to draft reports, talking points and speeches will have the opportunity to learn about the latest UN and EU work on the issue of children and armed conflict. The post also offers a good networking opportunity, as the liaison office works closely with UN colleagues, as well as EU staff. Previous fellows went on to work for the EU.</p>
Participation in missions or training courses	<p>There is no participation in missions foreseen but efforts will be made to ensure that the fellow is exposed to the experience that will best serve his or her career path.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Political Science, International Relations, Human Rights, International Humanitarian Law, Social Affairs, or other related field.
Language Skills	Fluency in both English and French are required. Knowledge of another EU language is desirable.
Computer literacy	Microsoft Office 365 (Sharepoint, Word, Excel, Outlook, One Drive, Powerpoint, Teams) Internet/Web Research
Internship-related experiences	It would be useful to have knowledge and/or experience of working with the UN and/or EU on peace and security issues, either in the field or at HQ. Experience in working with member states would also be advantageous.
Additional skills/requirements	Good drafting skills and good diplomatic skills are required. Ability to serve as note taker at meetings and /or produce summary reports. Ability to monitor and analyze political, operational and security developments. Ability to research and compile background materials, draft and edit written material in English and French
Additional comments	None





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German Academic Exchange Service

**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** PCA

**Department:** International Bureau  
**Keyword:** International law and arbitration

**Location:** Austria, Vienna

**Section A: General Information**

Name of host organisation	Permanent Court of Arbitration
Organisation's website	<a href="https://pca-cpa.org/">https://pca-cpa.org/</a>
Internship Coordinator and/or Focal Point	Dr. Levent Sabanogullari, Senior Legal Counsel
Supervisor	Dr. Levent Sabanogullari, Senior Legal Counsel
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Under the direct supervision of (Senior) Legal Counsel, the successful candidate will provide assistance and support with the administration of arbitrations under the PCA Arbitration Rules and the Arbitration Rules of the United Nations Commission on International Trade Law (UNCITRAL). This may include drafting and legal research assignments as well as assistance with the organization and conduct of hearings and other meetings between the arbitral tribunal and the parties.</p> <p>The successful candidate will also assist and support (Senior) Legal Counsel with the administration of appointing authority matters in relation to the appointment of second arbitrators, sole arbitrators and presiding arbitrators, as well as decisions on challenges of arbitrators, by the PCA Secretary-General or the designated Appointing Authority.</p> <p>In addition, the successful candidate will be involved in institutional work, including attending meetings with dignitaries, practitioners, academics, and PCA contracting party officials, attending meetings of UNCITRAL Working Groups II and III, and giving presentations</p>



	on the PCA to visiting groups.
Training components and learning elements	<p>The internship will allow the successful candidate to develop an in-depth understanding of the PCA's work. The successful candidate will also be able to deepen her/his theoretical knowledge of international arbitration and public international law and apply it to actual cases.</p> <p>Further, the successful candidate will receive drafting and appointing authority training by PCA staff. She or he will be able to attend presentations given by prominent arbitration practitioners and academics, who are periodically invited to give talks about new developments in the field of international arbitration as part of the PCA lecture series.</p>
Participation in missions or training courses	International travel on short notice with PCA staff may be required from the successful candidate.

### **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	During their studies, candidates should have specialized in or completed courses relevant to the work of the PCA, including public international law, law of international organizations, law of the sea, international dispute resolution, international investment law and arbitration, private international law and international commercial arbitration.
Language Skills	Excellent English oral and legal drafting skills are required. Knowledge of additional languages, especially Arabic, Chinese, French, Spanish, or Russian is desirable.
Computer literacy	MS Office Suite (Word, Excel, Power Point, Outlook) and the use of international legal research databases.
Internship-related experiences	Prior internship-experience in international law firms, intergovernmental organizations or arbitration institutions is desirable.
Additional skills/requirements	<p>Ability to work effectively in a multicultural and multilingual work environment.</p> <p>Ability to work effectively in a team as well as independently.</p> <p>Ability to meet tight deadlines and to work effectively under pressure.</p> <p>Attention to detail.</p>
Additional comments	



**Carlo Schmid Programme**  
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Placement Offer 2024/2025  
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<b>Reference No.:</b>	<b>UN CEB</b>
<b>Department:</b>	<b>CEB Secretariat</b>
<b>Keyword:</b>	<b>Strategy, sustainable development, digital technologies, AI, inequalities</b>
<b>Location:</b>	<b>United States, New York City</b>

**Section A: General Information**

Name of host organisation	United Nations System Chief Executives Board for Coordination
Organisation's website	<a href="https://unsceb.org/">https://unsceb.org/</a>
Internship Coordinator and/or Focal Point	Maaïke Jansen, Director
Supervisor	Li Zhou, Programme Management Officer
Second Supervisor	Florian Wintermeyer, Special Assistant to the Director

**Section B: Placement Offer**

Dates and duration of the internship	03.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The intern will support the work of the CEB Secretariat by:</p> <ul style="list-style-type: none"><li>• Researching and analysing issues of strategic importance for the Secretary-General and/or the United Nations system, including sustainable development, poverty eradication, gender equality, digital technologies, and climate change.</li><li>• Following and analysing current affairs with regard to relevant topics for the different workstreams of the High-level Committee on Programmes (HLCP), including on duties to the future and intergenerational equity, global public goods and networked and inclusive governance;</li><li>• Assisting in the monitoring and analysis of the work of UN inter-governmental bodies, including meetings of the 79th session of the General Assembly and its main committees, as well as ECOSOC and its functional commissions, on a wide variety of issues;</li><li>• Contributing to the substantive and organizational preparation of the meetings of CEB and HLCP;</li><li>• Drafting correspondence and other communication;</li></ul>



	<ul style="list-style-type: none"><li>• Creating content for the CEB corporate website (<a href="http://www.unsceb.org">www.unsceb.org</a>);</li><li>• Undertaking other tasks as required.</li></ul>
Training components and learning elements	<p>On completion of the assignment, the intern will have</p> <ul style="list-style-type: none"><li>• Enhanced understanding of the multilateral system and a range of intergovernmental deliberation and high-level executive decision-making processes;</li><li>• Gained substantive knowledge of a wide variety of strategic programmatic issues relevant to the achievement of the goals of the 2030 Agenda for Sustainable Development;</li><li>• Developed a good overview of inter-agency mechanisms and an understanding of the individual mandates, priorities and challenges of UN system organizations;</li><li>• Honed research and analytical skills;</li><li>• Sharpened his/her ability to prepare a wide range of written products for a UN audience, as well as content for websites.</li></ul>
Participation in missions or training courses	<p>No missions foreseen.</p> <p>The intern will be encouraged to pursue self-paced learning opportunities as well as actively explore relevant and appropriate training options available at UN headquarters, including on-line training courses.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Sustainable development, economics, human rights, international development, international relations, political and social sciences, computer science, environmental science, public policy, philosophy, law, or related field.
Language Skills	Fluency in written and spoken English; knowledge of another UN official language is an asset.
Computer literacy	Fluency in use of MS Office suite of programs.
Internship-related experiences	<ul style="list-style-type: none"><li>• Broad understanding of the work and functions of the United Nations, its main inter-governmental organs as well as the organizations of the UN system, including the UN Secretariat, UN agencies, funds and programmes;</li><li>• Experience researching and analysing on policy and programmes</li><li>• Demonstrated interest in the work of the UN and commitment to the ideals of the UN Charter;</li><li>• Demonstrated ability to successfully interact with individuals of different backgrounds and ability to work conscientiously and efficiently on assigned tasks.</li></ul>
Additional skills/requirements	<p>Professionalism: Appreciation and respect for diverse perspectives and interests in complex multilateral political environment; well-developed research and report writing skills on issues relevant to work of CEB and HLCP;</p> <p>Communication: Excellent drafting and communication skills, both oral and written, including ability to understand and clearly convey complex processes;</p>



	<p>Planning and Organizing: Ability to prioritize activities and assignments, adjust work streams, as required, and allocate time and resources appropriately for completing work;</p> <p>Teamwork: Good inter-personal skills, ability to work collaboratively with colleagues from different national and cultural backgrounds.</p>
Additional comments	<p>The Secretariat of the UN System Chief Executives Board for Coordination (CEB) is responsible for supporting the work of CEB: the highest inter-agency body for coordination in the UN system on social, economic and related matters. CEB is chaired by the UN Secretary-General and is composed of the executive heads of 31 organizations of the UN system. It aims to advance cooperation and coherence among UN system organisations in programme and management areas through a coordinated approach on issues of system-wide concern. The work of CEB is supported by two high-level committees. HLCP promotes policy coherence and system-wide cooperation, coordination and knowledge sharing in strategic programme areas and in response to emerging challenges of concern to the entire UN system. The Committee's agenda is focused on critical sustainable development issues.</p>



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<b>Reference No.:</b>	<b>UN DESA1</b>
<b>Department:</b>	<b>Development Policy and Analysis Division, Global Economic Monitoring Branch</b>
<b>Keyword:</b>	<b>Global economy; international trade and finance; sustainable development.</b>
<b>Location:</b>	<b>United States, New York City</b>

**Section A: General Information**

Name of host organisation	United Nations Department of Economic and Social Affairs
Organisation's website	<a href="https://www.un.org/en/desa">https://www.un.org/en/desa</a>
Internship Coordinator and/or Focal Point	Ingo Pitterle
Supervisor	Ingo Pitterle
Second Supervisor	Zhenqian Huang

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The intern will support the team in analyzing major global and regional economic trends and discussing policy issues to accelerate progress towards the Sustainable Development Goals (SDGs).</p> <p>Specifically, the intern will work together with staff to:</p> <ul style="list-style-type: none"><li>• Carry out background research on selected macroeconomic and development issues such as debt sustainability in developing countries; drivers of productivity growth; and new trends in international trade.</li><li>• Conduct empirical analyses of research topics, using statistical and econometric tools;</li><li>• Prepare macroeconomic policy recommendations to support progress towards the SDGs;</li><li>• Draft inputs to the branch's major publications, including the World Economic Situation and Prospects (WESP);</li><li>• Prepare presentations and other materials for senior staff;</li><li>• Help plan and organize outreach activities, such as seminars,</li></ul>



	<p>conferences, expert group meetings, etc.</p> <ul style="list-style-type: none"> <li>• Provide support for other projects, such as improving website content.</li> </ul>
Training components and learning elements	<ul style="list-style-type: none"> <li>• Develop skills and experience in conducting applied empirical research in international macroeconomics and development;</li> <li>• Learn about major global economic issues from UN perspective;</li> <li>• Opportunity to undertake a joined research activity with colleagues in the field of international economics;</li> <li>• Strengthen analytical, data management, visual presentation, drafting and communication skills;</li> <li>• Acquire work experience in an international, multi-cultural environment;</li> <li>• Enhance skills in planning, organizing and team-work;</li> <li>• Develop an understanding of functions, activities and challenges of the UN system.</li> </ul>
Participation in missions or training courses	<ul style="list-style-type: none"> <li>• Possibility to participate in DESA seminars, conferences and expert group meetings.</li> <li>• Possibility to take free online training courses, for example to strengthen data analysis skills.</li> </ul>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's student
Enrollment duration of the internship	No
Subjects	Economics, Macroeconomics, International Economics, Development Economics; Econometrics; Sustainable Development.
Language Skills	Working knowledge of other official UN languages can be helpful but is not required.
Computer literacy	<ul style="list-style-type: none"> <li>• Proficiency in computer applications, word processing, PowerPoint, statistical and spreadsheet packages;</li> <li>• Experience in data analysis using relevant software (such as R, Python, STATA or EViews).</li> </ul>
Internship-related experiences	Previous experience in a national or international policymaking or research institution is desirable.
Additional skills/requirements	<ul style="list-style-type: none"> <li>• Strong analytical and research skills in the field of international macroeconomics or development economics;</li> <li>• Sound understanding of econometric concepts and their applications;</li> <li>• Good understanding of major global economic trends and policy issues;</li> <li>• Strong drafting skills, including ability to tailor style to the target audience;</li> <li>• Ability to work independently and in a multi-cultural team.</li> </ul>
Additional comments	<p>Academic background: fellow should be at least in the final stage of Bachelor's program; University enrollment: fellow must commence the internship prior to graduation or within one year of graduation from an academic program.</p>





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<b>Reference No.:</b>	<b>UN DESA2</b>
<b>Department:</b>	<b>Office of Intergovernmental Support and Coordination for Sustainable Development (OISC), Inter-Organizational and Inter-Institutional Support Branch (IISB)</b>
<b>Keyword:</b>	<b>Sustainable development</b>
<b>Location:</b>	<b>United States, New York City</b>

**Section A: General Information**

Name of host organisation	United Nations Department of Economic and Social Affairs
Organisation's website	<a href="https://www.un.org/en/desa">https://www.un.org/en/desa</a>
Internship Coordinator and/or Focal Point	Patricia Chaves, Senior Sustainable Development Officer
Supervisor	Midori Kanda, Programme Management Officer (in collaboration with other members of the IISB team)
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The intern will support the work of the office by: Contributing to the monitoring and analysis of the work of UN intergovernmental bodies, including meetings of the 79th session of the General Assembly and its main committees, as well as those of ECOSOC on a broad range of issues (sustainable development, climate change, youth engagement, gender issues as well as peace and security; Following and reporting on negotiations of UN draft resolutions, in particular in the Economic and Financial Committee (Second Committee) of the General Assembly; Monitoring the annual high-level debate of the General Assembly, as well as formal and informal UN meetings and preparing reports and summaries of those meetings and on key issues and major developments in the economic, social and environmental fields. This may include preparing summaries of discussions during the Summit of the Future to take place in September 2024</p>



	<p>(<a href="https://www.un.org/en/summit-of-the-future">https://www.un.org/en/summit-of-the-future</a>);</p> <p>Assisting in the substantive and organizational preparation of the 2025 ECOSOC Youth Forum (<a href="https://www.un.org/ecosoc/en/2023-ecosoc-youth-forum">https://www.un.org/ecosoc/en/2023-ecosoc-youth-forum</a>);</p> <p>Contributing to the preparations and coordination of the annual session of the ECOSOC Coordination Segment in early 2025;</p> <p>Undertaking research on critical issues on the agenda of ECOSOC 2024-2025;</p> <p>Providing inputs to statements, speeches, briefing materials, talking points and background notes for the President of ECOSOC and UN DESA Senior officials;</p> <p>Providing inputs for communications, including contributing content to the ECOSOC website, newsletter, brochure, social media channels, press releases and news articles; and</p> <p>Undertaking other tasks as required.</p>
Training components and learning elements	<p>The intern will be encouraged to pursue self-paced learning opportunities, as well as training options available at UN headquarters, including online training courses.</p> <p>Upon completion of the assignment, the intern will have:</p> <p>Enhanced understanding of the functions and working modalities of the UN, including its inter-governmental deliberations and decision-making processes;</p> <p>Deepened knowledge of the substantive issues affecting the achievement of the 2030 Agenda for Sustainable Development and the SDGs;</p> <p>Received a solid overview of the mandate, priorities and focus areas of various inter-governmental bodies and mechanisms;</p> <p>Strengthened research, analytical, writing, communication and organizational skills.</p>
Participation in missions or training courses	No missions foreseen.

## **Section C: Required Qualifications**

Academic background at least	Bachelor's student
Enrollment duration of the internship	No
Subjects	Economics, political economy, sustainable development studies, political and social sciences, environmental studies, women and gender studies, international relations or related fields.
Language Skills	English and French are the working languages of the UN Secretariat. Fluency in written and spoken English is required for this position. Knowledge of an additional UN language is an asset. Arabic, Chinese, English, French, Russian and Spanish are the official languages of the UN Secretariat.
Computer literacy	Fluency in the use of Microsoft365 suite of applications and cloud services, including Word, Excel, PowerPoint, Outlook, OneDrive, SharePoint and Microsoft Teams. Knowledge of data visualization software or platforms will be an asset.
Internship-related experiences	<p>The intern is expected to have:</p> <p>A general knowledge of the multilateral system and the work of the United Nations, including the functions of the General Assembly and ECOSOC;</p>



	A familiarity with sustainable development issues; A commitment to the values and ideals of the UN Charter; and The ability to work in a diverse and multicultural work environment.
Additional skills/requirements	Professionalism: Demonstrated interest in sustainable development issues and the work of the UN in advancing the sustainable development goals; ability to appreciate and clearly understand complex political processes; Communication: Outstanding drafting and communication skills, both oral and written; strong research and report writing skills; Planning and organizing: Ability to prioritize activities and assignments, adjust work streams, as required, and allocate time and resources appropriately for completing work with often tight deadlines; Teamwork: Good interpersonal skills, ability to work collaboratively with colleagues from different national and cultural backgrounds.
Additional comments	



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<b>Reference No.:</b>	<b>UN DESA3</b>
<b>Department:</b>	<b>Division for Sustainable Development Goals, Outreach and Partnerships Branch</b>
<b>Keyword:</b>	<b>SDGs; stakeholder engagement; partnerships; Agenda 2030</b>
<b>Location:</b>	<b>United States, New York City</b>

**Section A: General Information**

Name of host organisation	United Nations Department of Economic and Social Affairs
Organisation's website	<a href="https://sdgs.un.org/">https://sdgs.un.org/</a>
Internship Coordinator and/or Focal Point	Naiara Costa
Supervisor	Naiara Costa
Second Supervisor	Lotta Tahtinen

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Division for Sustainable Development Goals (DSDG) seeks to provide leadership and catalyze action in promoting and coordinating implementation of internationally agreed development goals, including the seventeen Sustainable Development Goals (SDGs). The intern will have the opportunity of learning and working in a very dynamic environment, targeting different aspects of SDG implementation and where new approaches and methodologies are being implemented and tested daily. The intern will be able to contribute to in person and virtual activities, including intergovernmental Conferences and meetings, capacity building events, webinars consultations and online trainings including by:</p> <ul style="list-style-type: none"><li>• Supporting in drafting concept notes for events targeting the mobilization of stakeholders from different sectors towards their engagement on the SDGs.</li><li>• Contribute to the implementation of stakeholder engagement strategies and plans, including compiling and summarizing</li></ul>



	<p>inputs from online consultations, drafting reports and outreach materials.</p> <ul style="list-style-type: none"> <li>• Engage collaboratively in research and analysis as well as in drafting and reviewing documents on several topics as well as engage with stakeholders from different sectors and parts of the world.</li> <li>• Assist with the organization of in person, virtual events and training sessions, including by supporting with the preparation of agendas, co-drafting background materials, and meeting reports, providing technical support to events, monitoring and managing live substantive exchange, drafting public information materials, supporting outreach, including social media, preparing summaries, reviewing participants lists and preparing documents to be posted online.</li> <li>• Contribute to the review of SDG Partnerships and follow up on their implementation, including analysis and research.</li> <li>• Supporting the research for the preparation of papers and reports related to the SDGs, including in connection with international Conferences (such as the 2025 UN Ocean Conference and the UN 2026 Water Conference) and intergovernmental meetings (for instance, the High-Level Political Forum, the ECOSOC Partnership Forum, the Science, Technology and Innovation Forum and others)</li> <li>• Support stakeholder engagement in intergovernmental events and Conferences, including high-level special events and side-events selection and management.</li> <li>• Attend intergovernmental meetings, expert events and webinars and prepare summaries</li> <li>• Provision of general virtual office support (e.g. processing correspondence; maintaining online files and records in Sharepoint; taking meeting minutes for events; etc.).</li> <li>• Supporting staff with outreach engagement, including on communications and social media.</li> <li>• Providing support to staff with website content updates.</li> <li>• Other ad hoc related activities to the Sustainable Development Goals (SDGs)</li> </ul>
Training components and learning elements	<p>The candidate will have the opportunity for a hands-on experience, being an integral part of the Team and working collaborative in several workstreams. The person will be exposed to real time dynamics, negotiations, projects and activities.</p> <p>The internship provides an opportunity for the candidate to interact with a large number of external stakeholders from different sectors – CSOs, youth, indigenous peoples, private sector, academia and more – and to collaborate with other UN entities.</p> <p>The candidate will gain experience in the organization of United Nations Conferences and intergovernmental events and will strengthen organizational and political skills.</p> <p>The candidate will better understand how stakeholders contribute to SDG implementation and dynamics of intergovernmental negotiations related to sustainable development.</p> <p>The candidate will have the opportunity of strengthening researching and analytical skills.</p>
Participation in missions or training courses	<p>The intern will have the possibility of:</p> <ul style="list-style-type: none"> <li>• Participating in briefings, technical workshops, seminars and departmental briefings/workshops at UN headquarters.</li> <li>• Attend UN intergovernmental meetings, informal consultations</li> </ul>



	and events, including side-events and webinars. <ul style="list-style-type: none"><li>• Support the organization of training and capacity building sessions.</li></ul>
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## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	Not relevant
Subjects	Social Science, Social, Environment and Development Studies; International Relations, Communications or related fields
Language Skills	Knowledge of additional official United Nations language is an asset.
Computer literacy	Proficiency in computer applications, including internet, word processing and spreadsheet packages. Knowledge of social media platforms and design tools (eg. Canva) highly desirable.
Internship-related experiences	Work experience in international organization or in a multicultural environment would be an advantage. Familiarity with ongoing work on the implementation of the 2030 Agenda for Sustainable Development and the SDGs would be asset. Familiarity with trends in international development cooperation. Some experience in the organization of events is desirable.
Additional skills/requirements	
Additional comments	



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<b>Reference No.:</b>	<b>UN DPPA-DPO</b>
<b>Department:</b>	<b>Office of the Director for Coordination of Shared Services, Information Management Unit</b>
<b>Keyword:</b>	<b>Peace, security, innovation, data, political affairs, change management</b>
<b>Location:</b>	<b>United States, New York City</b>

**Section A: General Information**

Name of host organisation	United Nations Departments of Peace Operations, Peacebuilding and Political Affairs
Organisation's website	<a href="https://www.un.org/en/global-issues/peace-and-security">https://www.un.org/en/global-issues/peace-and-security</a>
Internship Coordinator and/or Focal Point	Ayham Al Maleh
Supervisor	Avishan Bodjnoud
Second Supervisor	Ayham Al Maleh

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>This fellowship is in the Information Management Unit within the Office of the Director for Coordination and Shared Services (ODCSS) serving the Departments of Political and Peacebuilding Affairs (DPPA) and Peace Operations (DPO).</p> <p>The Department of Peace Operations (DPO) provides political and executive direction to UN peacekeeping operations around the world and maintains contact with the Security Council, troop and financial contributors, and parties to the conflict in the implementation of Security Council mandates. The Department works to integrate the efforts of UN, governmental and nongovernmental entities in the context of peacekeeping operations.</p> <p>The Department of Political and Peacebuilding Affairs (DPPA) focuses primarily on five action areas in international peace and security, ensuring sound analysis and early warning, preventing conflict and engaging in peacemaking, managing political crises and violent conflicts, sustaining peace, and enhancing</p>





	<p>partnerships. The Department's mandate is to prevent and resolve conflict through inclusive political solutions. The Information Management Unit oversees the information management systems, policies, and processes for the DPPA-DPO, supporting analysis, solutions development and advisory services.</p> <p>The fellow work as member of the Peace and Security Data Hub team in the IMU and will pursue projects that are designed to make a significant difference in the whole department and have opportunities to learn about the United Nations overall. Tasks include:</p> <ul style="list-style-type: none"><li>• Work with officers across the organization to implement solutions to maintain, update and utilize their data</li><li>• Develop analytics products and visualization solutions derived from multiple data sources to enable insight and decision-making at various levels</li><li>• Provide support in the design, development, and implementation of data analysis and reporting solutions using PowerBI or other analytics software</li><li>• Assist in the development and implementation of data management and data governance strategies and support offices in their research and analysis of data</li><li>• Provide technical support and training to end-users as needed</li><li>• Provide support for analysis of conflict risk and country situations, strategic reviews</li></ul>
Training components and learning elements	<p>The fellowship is designed to encourage professional development and provide the incumbent with opportunities to (i) benefit from being part of a team of professionals in an international organisation and (ii) obtain specialist knowledge on data, technology, AI, and digital transformation in an international organisation. The fellow will be provided the opportunity to attend in-person and online training courses and webinars. The fellow will also be interacting with multiple technology partners. The fellow will also acquire professional competences and drafting skills; Developing competencies in project management.</p>
Participation in missions or training courses	<p>For the duration of their fellowship, the incumbent will work under the guidance of an experienced Supervisor, in order to optimize learning opportunities and professional development. Fellows will be full members of project teams, participate in meetings, support specific exercises, and provide assistance to meet business needs. The fellow will have the opportunity to attend workshops and seminars offered by the UN secretariat.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	<p>The field of study must be closely related to the type of fellowship you are applying for. For this fellowship course work in Statistics, Computer Science, Library Sciences, Information Systems / Technology, Economics, Political Science, Business Administration, or a relevant field is desirable.</p>



Language Skills	English and French are the working languages of the United Nations Secretariat. Fluency in spoken and written English is required for the fellowship. Knowledge of an additional UN language is an asset. Arabic, Chinese, English, French, Russian and Spanish are the official languages of the United Nations Secretariat.
Computer literacy	Knowledge of Microsoft programmes is required (Outlook, Word PowerPoint) Advanced skills in MS Excel is required. Querying databases in SQL is an advantage. Experience visualizing data in PowerBI would be an advantage.
Internship-related experiences	No previous experience is needed. However, experience in Political, Human Rights or Humanitarian Affairs and experience working with data and product development is an asset.
Additional skills/requirements	<ul style="list-style-type: none"><li>• Demonstrating a keen interest in the work of the United Nations and having a personal commitment to the ideals of the United Nations Charter is desirable.</li><li>• Demonstrating the ability to successfully interact with individuals of different cultural backgrounds and beliefs, which include willingness to try and understand and be tolerant of differing opinions and views, is desirable.</li><li>• A demonstrated passion for advancing organizational change and driving digital transformations is therefore an asset.</li></ul>
Additional comments	<p>The fellow will join a very young, dynamic and multi-disciplinary team that works across political and technological functions to serve the needs of peacekeeping. This is a high-profile opportunity where the fellow is provided with significant professional experience and exposure to the senior-most decision-making processes of the organization. The fellows practice and develop political tact, and how to navigate successfully as an international civil servant – using building on a methodological toolkit rooted evidence. Fellows of this unit are treated as staff, with high degrees of autonomy to shape their own work-portfolio based on interest as the portfolio of the Unit is growing.</p> <p>Our fellows are full members of the team and will receive mentorship through team members and support on professional development in the UN system and beyond. IMU has a good track record of successfully placing fellows across the organization – as consultants, UN Volunteers or Staff in entry-level positions.</p>



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<b>Reference No.:</b>	<b>UN ECLAC</b>
<b>Department:</b>	<b>ECLAC Washington</b>
<b>Keyword:</b>	<b>Economics, International Trade and Finance, Green Economy</b>
<b>Location:</b>	<b>United States, Washington, D.C.</b>

**Section A: General Information**

Name of host organisation	United Nations Economic Commission for Latin America and the Caribbean, Washington Office
Organisation's website	<a href="https://www.eclac.org/washington">https://www.eclac.org/washington</a>
Internship Coordinator and/or Focal Point	Rex Garcia-Hidalgo / Paola Celio
Supervisor	Andres Valenciano
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	03.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	The Internship Program is designed to engage students pursuing Economic/International Studies and familiarize them with analysis and research on topics relevant to the economies of Latin America and the Caribbean. Concerns with the sustainability of economic development, climate change and social inclusion (with a focus on gender) are informing the research agenda of the ECLAC Washington Office to include topics such as international trade and the circular economy, and the role of green, social, sustainability and sustainability-linked (GSSS) bonds in the financing of a sustainable and inclusive recovery. The gender perspective is included in the analysis when-ever pertinent. Depending on the skill level and motivation of each intern, responsibilities include gathering and analyzing data; conducting research, including quantitative analysis, and editing re-ports; updating databases; assisting with research projects and presentations; and monitoring economic developments.
Training components and learning elements	The intern develops essential skills different from those attained in academia towards the transition from student to professional.



Participation in missions or training courses	
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### **Section C: Required Qualifications**

Academic background at least	Bachelor's student
Enrollment duration of the internship	No
Subjects	Economic, International Studies, Political Science.
Language Skills	Proficiency in English. Knowledge of Spanish a plus.
Computer literacy	Proficient in MS Office applications, including Excel/Spreadsheets, and PowerPoint. Experience with statistical packages such as Stata is a plus.
Internship-related experiences	Interns attend conferences and meetings at think tanks and other venues in Washington. They also participate in monthly intern seminars organized by Washington-based UN agencies.
Additional skills/requirements	<ul style="list-style-type: none"><li>• Knowledge of and/or skill in applying methods and principles of economics and their application to research</li><li>• Strong analytical skills</li><li>• Strong communication and writing skills.</li></ul>
Additional comments	Please note that our program requires that BA/BS students must be rising seniors. Each intern has to secure his/her own housing accommodations.



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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
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<b>Reference No.:</b>	<b>UN EOSG</b>
<b>Department:</b>	<b>Strategic Planning and Monitoring Unit</b>
<b>Keyword:</b>	<b>UN 2.0; international organization; reform; strategy</b>
<b>Location:</b>	<b>United States, New York City</b>

**Section A: General Information**

Name of host organisation	United Nations, Executive Office of the Secretary-General
Organisation's website	<a href="http://www.un.org/sg/en">http://www.un.org/sg/en</a>
Internship Coordinator and/or Focal Point	Maria Elisa Dimagiba
Supervisor	Kersten Jauer
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Building on major structural reforms since 2017, "UN 2.0" is the Secretary-General's vision of a modern United Nations system, rejuvenated by a forward-thinking culture, and empowered by cutting-edge skills fit for the twenty-first century.</p> <p>The intern will work as an integral part of the Strategic Planning and Monitoring team in the Executive Office of the Secretary-General, with a focus on the UN 2.0 work stream. Over the course of the assignment, the intern will contribute to a broad range of analytical, strategic, and communication tasks, including:</p> <ul style="list-style-type: none"><li>• Support the planning, design, and implementation of the UN 2.0 Accelerator, which will drive coordinated efforts and initiatives to bring the "quintet of change" to life, including preparation of high-quality analysis, reviews, and meeting materials.</li><li>• Support the design, surveying, and data analysis of "UN 2.0 score cards" to monitor the progress of UN 2.0 skill areas in UN entities across the whole UN system.</li><li>• Participate in high-level meetings with counterparts from various UN departments and agencies to identify, design and</li></ul>



	<p>plan lighthouse implementation projects.</p> <ul style="list-style-type: none"><li>• Support digital campaigns for UN 2.0 to increase public and member state engagement and awareness, including traditional and social media messaging.</li><li>• Provide reports to UN leadership and other key stakeholders on the status of major initiatives on data, digital, innovation, behavioural science, and strategic foresight.</li></ul>
Training components and learning elements	<p>Our intern will gain insights, knowledge and expertise to help him/her:</p> <ul style="list-style-type: none"><li>• Understand and help advancing the Secretary-General's reform vision "UN 2.0"</li><li>• Understand strategy development at a senior level and across the UN system</li><li>• Gain hands-on experience with organizational change and UN change processes</li><li>• Learn to develop highest quality analytical products for top UN leadership</li><li>• Gain hands-on and increasingly independent experience in presenting, drafting, coordinating, and networking for results within the UN system.</li></ul>
Participation in missions or training courses	<p>The successful candidate will have the opportunity to attend all regular UN training courses, workshops and seminars. Based on the interests of the intern, there will be made space for UN-specific or methods courses provided through the UN's learning platforms.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Management; Business Administration; Public Policy / Affairs / Administration; Organizational Behaviour; Economics; Political Science; Strategy and Policy; Data Science and Analytics.
Language Skills	Knowledge of other UN official languages is an advantage.
Computer literacy	Strong knowledge of quantitative / qualitative analysis and data visualization techniques (incl. in Microsoft PowerBI, Excel, Tableau); Excellent communication and presentation skills (incl. in PowerPoint); Knowledge of online platforms and techniques (Microsoft SharePoint, Drupal, HTML, CSS) an advantage.
Internship-related experiences	<ul style="list-style-type: none"><li>- Demonstrated ability to analyze, visualize, and present information and data, think strategically, and deliver high-quality work in a fast-paced environment with competing deadlines.</li><li>- Experience in management consulting, strategy consulting, investment banking, project management, or similar is a strong advantage.</li></ul>
Additional skills/requirements	None.
Additional comments	None.



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**Reference No.:** UN Global Pulse

**Department:** UN Global Pulse - New York

**Keyword:** Innovation; Digital; Data; Foresight; UN reform; Change

**Location:** United States, New York City

**Section A: General Information**

Name of host organisation	United Nations Global Pulse
Organisation's website	<a href="https://www.unglobalpulse.org">https://www.unglobalpulse.org</a>
Internship Coordinator and/or Focal Point	Talea von Lupin
Supervisor	Talea von Lupin
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>UN Global Pulse in the UN Secretary-General's Innovation Lab. It works in the intersection of data and human sciences to accelerate delivery of Sustainable Development Goals and Our Common Agenda across the globe.</p> <p>With a team of ~50 colleagues in Asia-Pacific, Africa, Europe, and the US, it is a platform and centre of excellence for data, digital, foresight, and behavioural science innovations in the United Nations. Current lighthouse projects include e.g. Disha, a multi-partner initiative for AI model and data sharing; development of data strategy frameworks in Africa; an innovation scaling community of practice for innovation impact; or a pilot hub for data and behavioural innovations in Asia-Pacific.</p> <p>The portfolio management team is responsible for leadership support and priority setting of Global Pulse projects on a global level, including alignments across UN stakeholders. It also provides technical and administrative support to the Steering Committee of the Global Pulse Network.</p> <p>The Carlo Schmid fellow will report directly to the Portfolio Manager</p>





	<p>of UN Global Pulse, responsible for providing high quality strategic, analytical, communications, and administrative support that will provide an exceptional learning opportunity across a range of topics, including:</p> <ul style="list-style-type: none"><li>• Support design and review of new innovation project proposals in close coordination with the Global Pulse team and key stakeholders, including to guide applicants through the online project interface.</li><li>• Prepare analytical and strategic reviews for the Global Pulse Portfolio Manager and Global Pulse leadership team to support priority setting, decision-making and monitoring of progress on existing and potential future innovation projects.</li><li>• Support review and selection of future UN innovation fellowship applicants, including support in a matchmaking process between (technical) fellow profiles and suggested United Nations project placements and liaise with future placement teams to ensure fit and thorough understanding of fellowship expectations.</li><li>• Support the iterative ecosystems scanning for new innovation opportunities and identification of new high potential partnerships in and outside of the UN system.</li><li>• Develop and frequently update standard presentation materials on Global Pulse and specific initiatives for presentation to partners.</li><li>• Assist with ad-hoc coordination and administrative tasks, including participation and follow-ups of meetings.</li></ul>
Training components and learning elements	<p>The Carlo Schmid fellow will gain a broad understanding and exposure to the United Nations data and innovation ecosystem, including alignments with senior leadership. They will gain hands-on experience how the UN uses data, digital technologies, behavioural science, and foresight for high priority innovation initiatives. Fellows will strengthen their ability to deliver high quality, high impact analyses and presentation materials. Through exposure to a broad range of stakeholders, they will also gain a good understanding of United Nations career prospects.</p>
Participation in missions or training courses	<p>The incumbent will have the opportunity to attend all regular UN trainings, workshops and seminars offered by the UN secretariat.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	International Affairs; Political Science; Organizational Behaviour; Economics; Business Administration; Public Policy. A focus on Data Science, Computer Science or advanced analytics is an advantage.
Language Skills	Fluency in English is required.
Computer literacy	Excellent presentation and drafting skills (incl. in PowerPoint) and strong knowledge of quantitative/qualitative analysis and data visualization techniques (incl. in Excel; Microsoft PowerBI, R, Python, Tableau are an advantage). Experience in InDesign,



	Illustrator, Photoshop or similar graphic design software and knowledge of Dynamics 365 CRM are an advantage.
Internship-related experiences	Knowledge of the work and function of the United Nations is required. Previous experience in strategy, innovation or digital teams/consulting is desirable. Previous experience in the humanitarian, peace/security, or development context and/or in an international set-up is desirable.
Additional skills/requirements	The ability to organize and prioritize workload in face of competing deadlines, balance complexity and idealism with pragmatism, and work in multi-functional team is required. Excellent interpersonal skills coupled with the ability to clearly communicate including in a multi-cultural environment are required.
Additional comments	



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<b>Reference No.:</b>	<b>UN Partnerships</b>
<b>Department:</b>	<b>SDG Strategy Hub, UN Office for Partnerships, UN Secretariat</b>
<b>Keyword:</b>	<b>Multistakeholder Partnerships - SDG Advocacy, Strategy and Coordination</b>
<b>Location:</b>	<b>United States, New York City</b>

**Section A: General Information**

Name of host organisation	United Nations Office for Partnerships (United Nations Secretariat)
Organisation's website	<a href="https://unpartnerships.un.org/">https://unpartnerships.un.org/</a>
Internship Coordinator and/or Focal Point	Nathalie Delorme
Supervisor	Dawda Jobarteh
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The United Nations Office for Partnerships (UN Partnerships) serves as a global gateway for public-private partnerships to advance the implementation of the 2030 Agenda.</p> <p>The Intern supports the UN Partnerships team, including the Senior Sustainable Development Officer in several activities of the programmatic work of UN Partnerships, and specifically the Sustainable Development Goals (SDGs) Strategy Hub.</p> <p>With direct oversight of the Deputy Secretary-General, the SDG Strategy Hub (Hub) serves as a one-stop shop to proactively engage, connect, convene and leverage critical actors and existing platforms seeking to educate, empower and mobilize civil society, private sector, and other stakeholders to act in support of the SDGs.</p>
Training components and learning elements	<ul style="list-style-type: none"><li>• Execute project plan for the UN SDG Action Zone and other SDG activations during the UN General Assembly;</li><li>• Conduct research on issues related to partnerships, policy, advocacy, and the SDGs agenda;</li><li>• Support the operations of the SDG Strategy Hub;</li></ul>



	<ul style="list-style-type: none"> <li>• Draft various written materials related to the Decade of Action and the SDGs, including for the Deputy Secretary-General;</li> <li>• Contribute to various reports and documents prepared by the Office;</li> <li>• Prepare research on advocacy and communications efforts. Assist in communicating with existing and potential partner organizations;</li> <li>• Assist with the social media efforts of the Hub;</li> <li>• Assist and contribute to the preparation and production of high-level partnership events and Hub meetings;</li> <li>• Attend and take notes at various UN conferences and meetings.</li> </ul>
Participation in missions or training courses	All members of the UN Secretariat have access to the multitude of learning programmes offered by the Learning Center, which includes a variety of topics and themes. In addition, interns are to complete self-paced mandatory programmes, including on Ethics and Integrity in the United Nations and Prevention of Sexual Harassment and Abuse by United Nations Personnel.

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Economics, Public and Business Management, Finance, Education, Social Sciences, Political Sciences, International Relations, Languages
Language Skills	English and French are the working languages of the United Nations Secretariat. For the internship advertised, fluency in English is required. Knowledge of another official UN language is an advantage.
Computer literacy	Be computer literate in standard software applications.
Internship-related experiences	Applicants to the United Nations Internship Programme are not required to have professional work experience. However, a field of study that is closely related to the type of internship that you are applying for is required.
Additional skills/requirements	<p>Communication:</p> <ul style="list-style-type: none"> <li>• Speaks and writes clearly and effectively</li> <li>• Listens to others, correctly interprets messages from others and responds appropriately</li> <li>• Asks questions to clarify, and exhibits interest in having two-way communication</li> <li>• Tailors language, tone, style and format to match the audience</li> <li>• Demonstrates openness in sharing information and keeping people informed.</li> </ul> <p>Teamwork:</p> <ul style="list-style-type: none"> <li>• Works collaboratively with colleagues to achieve organizational goals</li> <li>• Solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others</li> <li>• Places team agenda before personal agenda-Supports and acts in accordance with final group decision, even when such</li> </ul>



	<p>decisions may not entirely reflect own position</p> <ul style="list-style-type: none"><li>• Shares credit for team accomplishments and accepts joint responsibility for team shortcomings</li></ul> <p>Planning &amp; Organizing:</p> <ul style="list-style-type: none"><li>• Develops clear goals that are consistent with agreed strategies</li><li>• Identifies priority activities and assignments; adjusts priorities as required</li><li>• Allocates appropriate amount of time and resources for completing work</li><li>• Foresees risks and allows for contingencies when planning</li><li>• Monitors and adjusts plans and actions as necessary</li><li>• Uses time efficiently</li></ul>
Additional comments	<p>While it is NOT a compulsory requirement for the fellow to be enrolled for the duration of the internship, they must have graduated from the graduate course in the last 6 months.</p>



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<b>Reference No.:</b>	<b>UN RCO</b>
<b>Department:</b>	<b>RCO Programme</b>
<b>Keyword:</b>	<b>Sustainable development, SDGs, 2030 Agenda, Economic Analysis, UN Reform</b>
<b>Location:</b>	<b>Fiji, Suva</b>

**Section A: General Information**

Name of host organisation	United Nations Resident Coordinator Office
Organisation's website	<a href="https://pacific.un.org/en/about/about-the-resident-coordinator-office">https://pacific.un.org/en/about/about-the-resident-coordinator-office</a>
Internship Coordinator and/or Focal Point	Yanki Ukyab
Supervisor	Yanki Ukyab
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.12.2024 - 30.06.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>The UN Resident Coordinator (RC) for MCO Fiji provides leadership to the MCO Fiji UN Country Team (UNCT) and to Pacific Joint UN Country Team and the UN's programming work, as outlined in the UN Pacific Strategy, in support of national priorities. The RC has a team composed of national and international staff, forming the RC Office (RCO), and is based in Suva (Fiji). The RC oversees 5 Pacific Small Island Developing States (Pacific SIDS or PSIDS), namely Fiji, Tonga, Tuvalu, Solomon Islands and Vanuatu. Thirty-one resident and non-resident UN entities are signatories to the UNPS and members of The Pacific Joint UN Country Team. The current UN Sustainable Development Cooperation Framework covers 14 countries and territories (jointly with MCO Samoa and MCO Micronesia) and outlines UN's engagement in support of these countries' national strategic priorities. The current cycle is for the years 2023-2027.</p> <p>The RCO fulfils ten core coordination functions, namely strategic analysis and planning; oversight of the UN country programming</p>



	<p>cycle; representation of and support of UN Secretariat and UN agencies (incl. non-resident agencies); support to national coordination systems and processes; development and management of shared operational support services; crisis management preparedness and response; external communication and advocacy; human rights and development; joint resource mobilisation and fund management; and general UNCT oversight and coordination. This position is part of the Resident Coordinator Multi-Country Office in Fiji, with duty station in Fiji.</p> <p>Under the direct supervision of UN RCO Economist, the intern will undertake the following tasks:</p> <ul style="list-style-type: none"><li>• Support RCO Economist in research and analyzing trends in sustainable development including development finance in the Pacific contributing towards CCAs, RCO knowledge management and other strategic initiatives such as the RCO led strategic dialogues.</li><li>• Support RCO Economist in facilitating UN programming aligned with the UN Pacific Strategy, UN Sustainable Development Cooperation Framework and CIPs.</li><li>• Support coordination as well as analysis in the development of VNRs, LDC graduation processes and other interagency initiatives.</li><li>• Support in identifying entry points for UN programming in support of national development strategies and the SDGs.</li><li>• Support UN incoming missions with establishing contact with relevant entities, suggestion for mission programme, provide supporting materials.</li></ul> <p>Manage the development, maintenance and sharing of knowledge and intelligence such as political, socio-economic and environmental development and communicate such, to ensure RC and Pacific UNCT are informed and well positioned to effectively generate and harness opportunities to advance on the Agenda 2030 as well as maintain political dialogue with member states.</p>
Training components and learning elements	Access to UN trainings and continue learning.
Participation in missions or training courses	Online and physical trainings

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	Yes
Subjects	Economics, Development studies, public policy, political science, business studies.
Language Skills	Fluency of English language is required
Computer literacy	Proficiency in using Microsoft Word, Excel, PowerPoint, and Outlook is often essential for administrative tasks, document creation, data analysis, and communication.
Internship-related experiences	Understanding of fundamentals of sustainable development and the SDGs is also required. While experience of the Pacific is not





	necessary, a general understanding of key challenges of the global South will be enhance the candidate's profile.
Additional skills/requirements	<ul style="list-style-type: none"><li>• Evidence of strong research and analytical skills.</li><li>• Excellent interpersonal skills, proven networking, teambuilding, organizational and communication skills.</li><li>• Seeks and applies knowledge, information and best practices.</li><li>• Adaptability and Flexibility</li><li>• Ethics and Values</li><li>• Integrity</li><li>• Planning and Organizing</li><li>• Professionalism</li><li>• Respect for Diversity</li><li>• Self-Management</li></ul>
Additional comments	



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<b>Reference No.:</b>	<b>UN Secretariat</b>
<b>Department:</b>	<b>Department of Peace Operations - Digital Enablement Team</b>
<b>Keyword:</b>	<b>Digital Transformation</b>
<b>Location:</b>	<b>United States, New York City</b>

**Section A: General Information**

Name of host organisation	United Nations Secretariat
Organisation's website	<a href="https://www.un.org">https://www.un.org</a>
Internship Coordinator and/or Focal Point	Shezaad Dastoor
Supervisor	Barbara Nieuwenhuys
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The internship is located within the Digital Enablement Team (DET) leading the implementation of the Digital Transformation of UN Peacekeeping (DTS) within the Department of Peace Operations. The Department of Peace Operations (DPO) provides political and executive direction to UN peacekeeping operations around the world and maintains contact with the Security Council, troop and financial contributors, and parties to the conflict in the implementation of Security Council mandates. The Department works to integrate the efforts of UN, governmental and nongovernmental entities in the context of peacekeeping operations. DPO also provides guidance and support on military, police, rule of law, mine action and other relevant issues to other UN political and peacebuilding missions.</p> <p>The DET leads on the implementation of the Digital Transformation Strategy (DTS) which sets out an approach to deliver a future UN Peacekeeping that is innovative, data-driven and technology-enabled. The team oversees, coordinates and facilitates the implementation of the strategy, providing guidance and support to</p>



	<p>those leading on various workstreams and initiatives. More information about the DTS can be found here: <a href="https://peacekeeping.un.org/en/strategy-digital-transformation-of-un-peacekeeping">https://peacekeeping.un.org/en/strategy-digital-transformation-of-un-peacekeeping</a>.</p> <p>Under supervision of the Director, the intern will:</p> <p>Provide programme management support and help facilitate the implementation of the Digital Transformation Strategy (DTS) for UN Peacekeeping through the operationalization of the Digital Transformation Implementation Framework. In particular, the intern will:</p> <ul style="list-style-type: none"><li>• Assist in the establishment and operation of governance mechanisms for the DTS. Participate in regular reviews of project progress and governance structures to improve effectiveness and compliance, as well as to contribute to efforts in coordinating actors involved.</li><li>• Support DTS implementation projects, in particular the work of the “enhancing situational awareness” team.</li><li>• Support DTS innovation efforts, such as establishing networks and managing projects that use experimental approaches (e.g., ideation, prototyping). Engage end-users in the process to create value in peacekeeping through implementing novel, tech-driven solutions.</li><li>• Support the design and implementation of training programs to improve digital literacy among peacekeeping personnel. Contribute to the creation of resources and tools to help staff adapt to new digital workflows and technologies.</li><li>• Participate in the development of a robust data ecosystem, focusing on effective data collection, management, and utilization. Work with data teams to implement data-driven decision-making processes and enhance the operational efficiency of peacekeeping missions.</li><li>• Contribute to the documentation of best practices, lessons learned, and success stories from the DTS implementation. Promote a culture of continuous learning to improve the effectiveness of the digital transformation program.</li></ul>
Training components and learning elements	<p>On completion of the assignment, the intern will have/be able to:</p> <ul style="list-style-type: none"><li>• Contribute towards high-level decisions towards the digital transformation of United Nations peacekeeping, both at headquarters and in the field.</li><li>• Insight into and experience with programme and business process transformation within a large global organization.</li><li>• Experience using innovative technologies and data analysis to manage change in large organizations</li><li>• Use ideation methodologies and develop prototypes for solutions identified.</li></ul>
Participation in missions or training courses	The intern will be eligible to participate in training courses related to digital transformation, data and innovation as offered by the UN.

## Section C: Required Qualifications

Academic background at least	Bachelor's student
Enrollment duration of the internship	No



Subjects	<p>To qualify for an internship with the United Nations Internship Programme, the following conditions must be met.</p> <ul style="list-style-type: none"><li>• Applicants must meet one of the following requirements:<ul style="list-style-type: none"><li>a) Be enrolled in a graduate school programme (second university degree or equivalent, or higher);</li><li>b) Be enrolled in the final academic year of a first-level university degree programme (minimum Bachelor's level or equivalent); or</li><li>c) Have graduated with a university degree (as defined above) and, if selected, must commence the internship within a one-year period of graduation.</li></ul></li></ul> <p>Subjects: business administration, public administration, management, economics, mathematics, data science, computer science, political/social sciences or a related field.</p>
Language Skills	For this role, only fluency in oral and written English is required.
Computer literacy	Be computer literate in standard software applications.
Internship-related experiences	Experience in project or programme management, management consulting, business process review, administration or related area in the private or public sector.
Additional skills/requirements	Demonstrated knowledge of UN peacekeeping affairs is an advantage. Ability to rapidly learn the thematic and institutional context, in order to target outputs for greatest impact. Proficient working with data, and with programme management tools; experience with supporting decision-making at the senior management level. Familiarity with the design of databases and use of business intelligence applications is an advantage.
Additional comments	



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<b>Reference No.:</b>	<b>UNAIDS1</b>
<b>Department:</b>	<b>Multi country office for Guatemala, Honduras y Nicaragua</b>
<b>Keyword:</b>	<b>Human rights, gender</b>
<b>Location:</b>	<b>Guatemala, Guatemala City</b>

**Section A: General Information**

Name of host organisation	United Nations Joint Programme on HIV/AIDS
Organisation's website	<a href="https://www.unaids.org">https://www.unaids.org</a>
Internship Coordinator and/or Focal Point	Marie ENGEL
Supervisor	Marie ENGEL
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>Under the supervision of the UNAIDS Country Director, the Carlo Schmid Programme Fellow will carry out the following tasks in support of the HIV response in Guatemala:</p> <ul style="list-style-type: none"><li>• Assist in providing technical support to the office and national partners in the review of laws and policies, analysis of legislation; and implementation of studies and projects related to HIV, human rights and gender equality policies</li><li>• Assist in the design implementation, monitoring and evaluation of activities related to HIV and human rights and gender equality, within the framework of the work of the joint HIV team of the United Nations System, as well as projects with civil society and other cooperation partners in particular projects financed by the Global Fund</li><li>• Attend meetings, conference calls, webinars, develop notes for the record, power point presentations and terms of reference as needed.</li><li>• Coordinate South-South cooperation initiatives with counterparts in the different sectors of the HIV response in</li></ul>



	<p>other countries of the region and with other UNAIDS offices, the exchange of good practices on the elimination of stigma and discrimination, as well as the promotion of gender equality.</p> <ul style="list-style-type: none"><li>• Prepare reports for the UNAIDS office on progress in human rights and gender equality linked to the HIV response in the country.</li><li>• Any other activities as required or assigned by the supervisor.</li></ul> <p>The main expected result is the continued integration of human rights and gender equality in the policy and programmatic work of UNAIDS to ensure adequate accompaniment to the multisectoral counterparts of the HIV response in Guatemala.</p> <p>The following key deliverables are expected, among others:</p> <ul style="list-style-type: none"><li>• Support and technical assistance for a project with the civil society organization Lideres Profesionales for the promotion of the right of access to justice for PLHIV and key populations.</li><li>• Technical assistance to a project to be developed with a network of women living with HIV on access to sexual and reproductive rights and services</li><li>• Support to the development and diffusion of the annual report on the Human Rights Situation of PLHIV and Most at Risk Populations; and follow up of its recommendations.</li><li>• Follow-up of the recommendations of the report of the Gender Assessment Tool of the national response to HIV; of the HIV stigma index (2023) and of the Strategic Plan on Gender-Based Violence against women, adolescents and trans women within the framework of the response to HIV.</li><li>• Support with technical elements in the areas of human rights and gender to the processes of HIV law reform and facilitation of the Multisectoral AIDS Commission.</li></ul>
Training components and learning elements	<p>The Fellow will be provided with:</p> <ul style="list-style-type: none"><li>• Introductory briefings on the organization and office context related to security, emergency procedures, appropriate cultural practices and orientation to the local environment;</li><li>• Structured guidance, regular coaching, including a clear work plan</li><li>• Access to a wide variety of trainings and e-learning modules available in UNAIDS Learning Platform</li></ul>
Participation in missions or training courses	<p>One or two in- country missions would be expected to help in the implementation and supervision of projects UNAIDS has with community -based organisations.</p> <p>The fellow can access the UNAIDS online learning platform where training on a multitude of subjects are offered.</p> <p>Presencial training options in Guatemala would be focused on security related training offered by UNDSS.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Graduate Degree (Master's Degree) preferably in Public Health, law, human rights, gender, international development or a field relevant to the mission of this job.



Language Skills	Fluency and excellent command of the Spanish language is essential.
Computer literacy	<ul style="list-style-type: none"><li>• Proficiency in the use of office IT applications and the Internet.</li><li>• Excellent presentation and facilitation skills.</li></ul>
Internship-related experiences	<ul style="list-style-type: none"><li>• Experience in HIV, health, human rights, gender or a related social science field.</li><li>• Familiarity or experience in project management</li></ul>
Additional skills/requirements	<ul style="list-style-type: none"><li>• Excellent writing, editing, research, analytical and presentation skills.</li></ul>
Additional comments	The UNAIDS multi country office requires a dedicated person to continue to build on the progress made since mid 2021 in the area of human rights and gender, when the collaboration of a UNV International was initiated to cover these areas. These areas are currently temporarily supported by a remote international consultant (the former UNV) working part-time.





**Carlo Schmid Programme**  
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Placement Offer 2024/2025  
(Programme line B)

<b>Reference No.:</b>	<b>UNAIDS2</b>
<b>Department:</b>	<b>Multicountry office for Andean Countries (Peru, Ecuador, Bolivia, and Colombia)</b>
<b>Keyword:</b>	<b>HIV data, human rights, gender equality, SDGs, stigma and discrimination, migration, prevention,</b>
<b>Location:</b>	<b>Peru, Lima</b>

**Section A: General Information**

Name of host organisation	United Nations Joint Programme on HIV/AIDS
Organisation's website	<a href="https://www.unaids.org">https://www.unaids.org</a>
Internship Coordinator and/or Focal Point	Andrea Boccardi
Supervisor	Andrea Boccardi
Second Supervisor	Patricia Bracamonte

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Support collection and analysis of national and international laws about gender equality and human rights</p> <ul style="list-style-type: none"><li>• Analyze epidemiological information for advocacy briefs.</li><li>• Develop draft notes for communication, webpage, and media (short stories, weekly updates, etc.).</li><li>• Provide research support on access to health services, gender, legal and human rights issues relevant to the HIV epidemic.</li><li>• Support the organization and monitoring of projects related to gender equality, advocacy and political dialogue, differential approach, women in all their diversity empowerment and prevention/care of Gender-Based Violence (GBV).</li><li>• Participate in coordination spaces related to GBV and incorporate its focus into UN and UNAIDS core frameworks when required.</li></ul>



	<ul style="list-style-type: none"> <li>• Support the development and revision of gender and human rights documents.</li> <li>• Assist in the preparation of meetings and events.</li> <li>• Support national counterparts with TA on gender equality and human rights.</li> <li>• Provide comments/inputs to draft documents.</li> <li>• If the intern wishes he/she is welcome to do a paper on a subject of their choice with the agreement of her/his supervisor.</li> <li>• Support collection of data for annual reports.</li> <li>• Prepare draft briefs and ppts for the Director on specific technical themes</li> </ul>
Training components and learning elements	<p>Permanent accompaniment by the UCO Supervisor.</p> <p>Weekly meetings with the UCO Director and technical team to discuss priority UCO's programmatic interventions in the 4 countries.</p> <p>Monthly participation in UN Joint Teams on AIDS, with UNAIDS Secretariat and Cosponsors in the 4 countries.</p> <p>Regular meetings with members of the HIV and Key Populations Communities and CSOs.</p> <p>Attendance to local/national/regional/global UNAIDS &amp; partners meetings</p> <p>Conferences and courses related to HIV prevention &amp; treatment, human rights and gender equality, integral sexual education, stigma and discrimination, food security and HIV, migrants and HIV, gender based violence, interventions lead by community based organizations, etc.</p>
Participation in missions or training courses	<p>Access to UNAIDS Virtual Training Platform that includes virtual certified courses.</p> <p>Participate in local conferences of their interest offered by the UN System and other national partners.</p> <p>Meetings with government and CSO counterparts on UNAIDS programmatic priorities.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	<p>Essential:</p> <ul style="list-style-type: none"> <li>• University degree on social &amp; political science, law, international relations, public health.</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>• Master's degree related to the field of HIV, human rights, and /or gender.</li> </ul>
Language Skills	Spanish
Computer literacy	Excellent knowledge
Internship-related experiences	<p>HIV Data analysis</p> <p>Human Rights &amp; Gender</p> <p>Communications</p> <p>HIV services, prevention and treatment</p>



Additional skills/requirements	<ul style="list-style-type: none"><li>• Ability to work effectively in teams, adapt and integrate easily with the team, work cooperatively in support of team objectives.</li><li>• Ability to convey ideas and thoughts in a clear and convincing way in one-on-one discussions or groups presentations and ability to produce clear correspondence and written reports.</li><li>• Ability to effectively apply their knowledge and skills to the job, and to consistently learn and improve performance.</li><li>• Ability to show initiative and enthusiasm in their work, effectively organize and manage time, and deliver high-quality results in line with agreed objectives.</li><li>• Ability to innovate and find new ways of working and improving results while maintaining a strong service orientation.</li><li>• Ability to take ownership of assigned responsibilities, to be productive, fulfil commitments and use resources responsibly.</li></ul>
Additional comments	<ul style="list-style-type: none"><li>• If the intern wishes he/she is welcome to do a paper on a subject of her choice with the agreement of her/his supervisor</li></ul>



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Placement Offer 2024/2025  
(Programme line B)

<b>Reference No.:</b>	<b>UNDGC</b>
<b>Department:</b>	<b>Partnerships Unit, Digital and Promotion Branch, News and Media Division, Department of Global Communications</b>
<b>Keyword:</b>	<b>Media partnerships; digital marketing and promotion; digital distribution; communication campaigns</b>
<b>Location:</b>	<b>United States, New York City</b>

**Section A: General Information**

Name of host organisation	United Nations Department of Global Communications
Organisation's website	<a href="https://www.un.org/">https://www.un.org/</a>
Internship Coordinator and/or Focal Point	Fang Chen
Supervisor	Fang Chen
Second Supervisor	Takako Nagumo

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The intern will work in a team-oriented environment with the aim of marketing and promoting UN media products and communication campaigns to the world's media outlets and other industries with the view to increasing the global reach of the UN's messages.</p> <p>Tasks assigned may include:</p> <ul style="list-style-type: none"><li>• developing and proposing new digital marketing campaigns and promotion methods on a variety of platforms to expand awareness of the UN message</li><li>• identifying digital distribution methods, and provide suggestions for packaging existing UN multimedia content to amplify the UN message</li><li>• researching and analyzing information from diverse sources on assigned topics/issues</li><li>• drafting correspondence and promotional materials</li><li>• identifying and contacting media and other organizations with the aim of securing partnerships encompassing use of UN</li></ul>



	<p>media and promotion of UN communication campaigns focusing on sustainable development, human rights, climate action, etc.</p> <ul style="list-style-type: none"> <li>researching and identifying opportunities for strategic partnerships to increase the reach of UN media and communication campaigns on sustainable development, human rights, climate action, etc.</li> <li>assisting in the organization of special events, including the Media Centre during the General Debate of the General Assembly</li> <li>Other tasks toward meeting the team's priorities, as assigned</li> </ul>
Training components and learning elements	<p>Interns are expected to attend regular staff meetings and ad hoc meetings with other UN offices and external organizations as requested, and conduct follow up actions under supervision as part of their learning experience. They are also encouraged to attend UN events and otherwise take advantage of their presence at UN Headquarters to broaden their professional experience.</p> <p>At the conclusion of the internship, interns will be able to: articulate the purpose of UN media products and services as well as various UN communication campaigns, and the wide range of organizations which may be potential; understand the basics of the international media environment with its unique needs and requirements; analyze the pros/cons of a situation and recommend an action plan; work with staff of various linguistic and cultural backgrounds through working side by side with UN staff as a full member of the team.</p>
Participation in missions or training courses	

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Digital marketing, public relations, communications, information studies, journalism, broadcast media, or other related field.
Language Skills	The intern must be able to carry out his/her functions in English. Excellent writing and speaking skills in English are required. Proficiency in other UN official languages (Arabic, Chinese, French, Russian, and/or Spanish), or Hindi, Kiswahili, Portuguese
Computer literacy	Demonstrated proficiency using Microsoft Office applications required. Demonstrated proficiency in using online and offline research tools is required. Familiarity with using client relationship management databases, presentation software/platforms, HTML, are desirable.
Internship-related experiences	Experience in digital marketing and distribution, public relations, communications, information studies, journalism, broadcast media, or related fields (paid or unpaid) is desirable. National/international experience is desirable.
Additional skills/requirements	Professionalism – Conscientiousness and efficiency in meeting commitments, observing deadlines and achieving results. Persistence and creativity when faced with problems or challenges and the ability to remain calm in stressful situations. Establishes



	<p>priorities, plan, monitor and report on his/her own work plan. Exercises good judgment in the context of assignments given. Excellent research and analytical skills. Communication –Strong communication skills (spoken and written), including the ability to draft/compile a variety of written communications in a clear, concise style in ways appropriate for a given audience. Teamwork – Good interpersonal skills and ability to establish and maintain effective working relations in a multi-cultural, multi-ethnic, multi-linguistic environment with sensitivity and respect for diversity. Client Orientation – Ability to interact effectively with current and potential clients in order to build and maintain effective business relationships.</p>
Additional comments	



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**Reference No.:** UNDOS1

**Department:** Office of the Under-Secretary-General, Department of Operational Support  
**Keyword:** Communications, Peace and Security

**Location:** United States, New York City

**Section A: General Information**

Name of host organisation	United Nations Secretariat - Department of Operational Support
Organisation's website	<a href="https://operationalsupport.un.org/en">https://operationalsupport.un.org/en</a>
Internship Coordinator and/or Focal Point	Ms. Elizabeth Rolando
Supervisor	Ms. Elizabeth Rolando
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Department of Operational Support (DOS) provides operational support to all UN Secretariat entities, including advisory, operational and transactional support services. DOS supports over 200 client entities located around the globe in the following areas:</p> <ul style="list-style-type: none"><li>• Human resources, health-care management and occupational safety services;</li><li>• Supply chain management including logistics, procurement and support for uniformed capabilities;</li><li>• Operational planning and support to start-up, surge, draw-down and liquidation in UN Secretariat entities;</li><li>• UNHQ administrative services and campus support; and</li><li>• Operational information and communications technology (ICT).</li></ul> <p>The Office of the Under-Secretary-General (OUSG) provides personal support to the Under-Secretary-General, monitors the overall functioning of the Department, and provides its strategic direction. As a member the OUSG, the intern will provide support in:</p>





	<ul style="list-style-type: none"> <li>• Providing specialized assistance in the development of communication campaigns, production and delivery of information communications products, and services</li> <li>• Researching a broad scope of information sources, printed and electronic; compiling and presenting information for use in the preparation and production of communications products/services for internal &amp; external audiences</li> <li>• Assisting in the production and editing of video/film projects, website maintenance; eliciting story ideas and narratives design illustrations to cover Department projects and portfolio requirements</li> <li>• Coordinating and producing Department Townhalls and other events</li> <li>• Circulating all products across all Department channels; preparing, maintaining and updating web page, to include drafting and editing content</li> </ul>
Training components and learning elements	<p>The intern will gain insight, knowledge, and expertise to help him/her:</p> <ul style="list-style-type: none"> <li>• Use communications techniques to drive initiatives from the perspective of a UN Senior Leadership front office</li> <li>• Work with a variety of stakeholders to provide tailored communications products</li> <li>• Understand the operational support and Peacekeeping environment in the UN Secretariat.</li> </ul>
Participation in missions or training courses	The intern will have the opportunity to attend all regular UN trainings, workshops and seminars.

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Communications; Strategic communications; Business administration; Management; Public administration; Public policy; Political Science; Information design; Strategy and policy.
Language Skills	Fluency in one of the working languages of the UN Secretariat. For this duty station, English (both oral and written) is required; knowledge of French is desirable. Knowledge of another UN official language is an advantage.
Computer literacy	Knowledge of Microsoft Office and Adobe Creative Cloud (or equivalent) is required. Additionally, knowledge of the following tools and programmes are an advantage: Canva, HTML, SharePoint, and Drupal
Internship-related experiences	Some previous experience in communications roles is an advantage. Similarly, some experience / knowledge related to international politics, international security and UN peacekeeping / political missions is an advantage but not required.
Additional skills/requirements	
Additional comments	



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<b>Reference No.:</b>	<b>UNDOS2</b>
<b>Department:</b>	<b>Performance and Analytics Section, Office of the Under-Secretary-General, Department of Operational Support</b>
<b>Keyword:</b>	<b>Programme management, peace and security, innovation, business intelligence</b>
<b>Location:</b>	<b>United States, New York City</b>

**Section A: General Information**

Name of host organisation	United Nations Secretariat - Department of Operational Support
Organisation's website	<a href="https://operationalsupport.un.org/en">https://operationalsupport.un.org/en</a>
Internship Coordinator and/or Focal Point	Ms. Elizabeth Leff
Supervisor	Ms. Elizabeth Leff
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Department of Operational Support (DOS) provides operational support to all UN Secretariat entities, including advisory, operational and transactional support services. DOS supports over 200 client entities located around the globe in the following areas:</p> <ul style="list-style-type: none"><li>• Human resources, health-care management and occupational safety services;</li><li>• Supply chain management including logistics, procurement and support for uniformed capabilities;</li><li>• Operational planning and support to start-up, surge, draw-down and liquidation in UN Secretariat entities;</li><li>• UNHQ administrative services and campus support; and</li><li>• Operational information and communications technology (ICT).</li></ul> <p>Within the Office of the Under-Secretary-General, the Performance and Analytics Section (PAS) is responsible for supporting departmental strategic and annual planning, steering governance,</p>



	<p>overseeing performance monitoring and improvements, providing custom analytics products to support evidence-based decision-making by senior management, and driving efforts to foster a culture of innovation. As a member of PAS, the intern will provide support in:</p> <ul style="list-style-type: none"> <li>• Advancing the development, implementation, and evaluation of assigned programmes/projects, etc.; monitors and analyzes programme/project development and implementation; reviews relevant documents and reports; identifying problems and issues to be addressed and initiates corrective actions; liaising with relevant parties; ensuring follow-up actions.</li> <li>• Consulting assignments, in collaboration with the client, by planning facilitating workshops, through other interactive sessions and assisting in developing innovation projects.</li> <li>• Developing business intelligence dashboards to visualize data, summarize findings, provide strategic insights and convey information to DOS' senior management for decision-making;</li> <li>• Facilitating innovation initiatives including overall digitalization of departmental reporting practices.</li> </ul>
Training components and learning elements	<p>The intern will gain insight, knowledge, and expertise to help him/her:</p> <ul style="list-style-type: none"> <li>• Cultivate data visualization and presentation skills through the use of business intelligence tools, such as PowerBI;</li> <li>• Develop analytical products and models to support senior management's decision-making;</li> <li>• Foster a culture of innovation in the setting of an international organization;</li> <li>• Support digitalization efforts in an international organization, for example as part of the Secretary-General's Data Strategy; and</li> <li>• Understand the operational support environment in the UN Secretariat.</li> </ul>
Participation in missions or training courses	The intern will have the opportunity to attend all regular UN trainings, workshops and seminars.

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Business administration; Management; Quantitative analysis; Qualitative analysis; Business intelligence; Public administration; Public policy; Political Science; Statistics; Organizational behaviour; Information design; Strategy and Policy; Big data; Computer Science; Data Science.
Language Skills	Fluency in one of the working languages of the UN Secretariat. For this duty station, English (both oral and written) is required; knowledge of French is desirable. Knowledge of another UN official language is an advantage.
Computer literacy	<p>Knowledge of Microsoft Office is required, particularly Microsoft PowerPoint and Excel. Additionally, knowledge of the following tools and programmes are an advantage:</p> <ul style="list-style-type: none"> <li>• Data visualization and analyses (e.g. Microsoft PowerBI, DAX);</li> </ul>



	<ul style="list-style-type: none"><li>• Management and analysis of large data sets (e.g. Microsoft SQL, PowerPivot, PowerQuery);</li></ul>
Internship-related experiences	Some experience / knowledge related to international politics, international security and UN peacekeeping / political missions is an advantage but not required. More important is demonstrated ability to manage, visualize, analyse and present data for operational and strategic management. First experience in management consulting can be an advantage.
Additional skills/requirements	
Additional comments	



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<b>Reference No.:</b>	<b>UNDP1</b>
<b>Department:</b>	<b>Crisis Bureau, Disaster Risk Reduction and Recovery</b>
<b>Keyword:</b>	<b>Risk-informed development</b>
<b>Location:</b>	<b>Switzerland, Geneva</b>

**Section A: General Information**

Name of host organisation	United Nations Development Programme
Organisation's website	<a href="https://www.undp.org">https://www.undp.org</a>
Internship Coordinator and/or Focal Point	Mahmood Zaihir
Supervisor	Patrick Grémillet
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.01.2025 - 30.06.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Disaster Risk Reduction and Recovery for Building Resilience Team (DRT) is situated within the Crisis Bureau providing integrated policy and programme support on disaster risk reduction and recovery in the context of UNDP's broader approach to resilience building. In line with the goals of the Sendai Framework for Disaster Risk Reduction, the DRT works with partners to strengthen risk-informed development and disaster and climate risk governance capacities; foster greater coherence of disaster risk reduction and climate adaptation efforts; provide access to risk information, preparedness and early warning systems; strengthen recovery preparedness, assessments and implementation; and the resilience of urban and rural communities. The team collaborates closely with related UNDP practices such as climate change, governance, conflict prevention and poverty eradication, towards a comprehensive, integrated and multi-dimensional approach to resilience building as part of the GPN.</p> <p>The Intern reports to DRT's Partnership Advisor and is responsible for assisting the team's efforts on the implementation and</p>



	monitoring of DRT Global Projects, as well as relationship building, resource mobilization and knowledge management activities. S/he is responsible for performing and contributing to the following: <ul style="list-style-type: none"><li>• Programme Support</li><li>• Corporate Positioning</li><li>• Knowledge Management</li></ul>
Training components and learning elements	Internal UNDP training on programme management
Participation in missions or training courses	

### **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	university degree in public administration, social sciences, preferably in disaster risk reduction, environmental studies or related disciplines
Language Skills	French desirable but not mandatory
Computer literacy	MS Office 365 SharePoint
Internship-related experiences	working experience at national or international level in planning, implementing and managing programmes and/or projects related to development - with preference for programmes/projects related to DRR.
Additional skills/requirements	Good understanding of development agencies such as international organizations and/or national or international NGOs/Institutions
Additional comments	



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**Reference No.:** UNDP2

**Department:** Environment Team

**Keyword:** Biodiversity, Water, Climate Change, Energy

**Location:** Jordan, Amman

**Section A: General Information**

Name of host organisation	United Nations Development Programme
Organisation's website	<a href="https://www.undp.org">https://www.undp.org</a>
Internship Coordinator and/or Focal Point	Kishan Khoday, Regional Team Leader for Environment
Supervisor	Min Htut Yin
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	UNDP coordinates a portfolio of over 100 projects valued at \$300m on climate change, energy, biodiversity, water and other thematic topics across the Middle East and North Africa region, in concert with UNDPs local Country Offices, and through support of its Environment Team in the UNDP Regional Hub for Arab States. The intern would work closely with one of UNDPs Regional Specialists to be identified and support project development and implementation roles for a select number of 3-5 projects, to be identified depending on thematic expertise and areas of interest of the candidate. UNDP is the UNs largest provider of grant assistance for action on environmental sustainability in the MENA region.
Training components and learning elements	The intern would receive training by the UNDP Regional Specialist(s) s/he would be working with, as well as from the Regional Team Leader (supervisor) regards the challenges and opportunities for advancing a green transition in the MENA region. This would include opportunities to learn about UNDPs global role as well in global UN processes related to climate change,





	biodiversity, water, energy and other topics.
Participation in missions or training courses	S/he would have opportunities to participate in UNDP regional events and undertake missions where needed to countries in focus for the projects s/he would be supporting.

### **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Biodiversity, Climate Change, Water, Energy or any general Environment related subjects
Language Skills	
Computer literacy	General Microsoft Office related applications
Internship-related experiences	Experience in international cooperation or research on topics of sustainable development would be an asset
Additional skills/requirements	
Additional comments	



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<b>Reference No.:</b>	<b>UNECE1</b>
<b>Department:</b>	<b>Housing and Land Management Unit</b>
<b>Keyword:</b>	<b>climate neutral cities, urban resilience, affordable energy-efficient housing</b>
<b>Location:</b>	<b>Switzerland, Geneva</b>

**Section A: General Information**

Name of host organisation	United Nations Economic Commission for Europe
Organisation's website	<a href="https://unece.org">https://unece.org</a>
Internship Coordinator and/or Focal Point	Gulnara Roll
Supervisor	Gulnara Roll
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>This internship is located in the Housing and Land Management Unit of the Forests, Land and Housing Division of the United Nations Economic Commission for Europe (UNECE) – one of the five Regional Commissions of the United Nations. The UNECE Housing and Land Management Unit works to promote compact, climate-neutral, inclusive, resilient, smart and sustainable cities; energy efficient, affordable and adequate housing, including for those with special needs and vulnerable population groups; transparent and efficient land use, and property registration. The intern will support staff in their objectives to provide effective secretariat support for the work of the UNECE Committee on Urban Development, Housing and Land Management in the economic, social and sustainable development fields, including achieving the Sustainable Development Goals set out in the 2030 Agenda for Sustainable Development, especially the SDG11. The intern will be especially focusing on assisting the organization and follow up of the 84th session of the Committee on Urban Development, Housing and Land Management and the Fourth</p>



	Forum of Mayors. In addition, she/he will contribute to drafting studies on climate-neutral cities, urban resilience, support to cities in the UNECE region in the development of their SDG Local Voluntary Reviews. Other tasks include preparation of official documents and analyses, and support to communication activities. The intern will work under the direct supervision of the Secretary to the UNECE Committee on Urban Development, Housing and Land Management.
Training components and learning elements	Hands-on experience in the work of a secretariat to a UN intergovernmental body. The intern will join the team a month before the 84th session of the Committee on Urban Development, Housing and Land Management scheduled to take place in the first week of October 2023. He/she will therefore be involved in the final preparations and follow-up of these high-level intergovernmental meetings. Also, practical experience in drafting UN documents and studies based on collection of data from UNECE member States and analysing the data.
Participation in missions or training courses	Team building, use of communication technologies for virtual teams, thematic training workshops on urban resilience, localization of the SDGs, affordable and energy-efficient housing

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Urban/spatial planning, urban management, urban resilience, human geography, architecture, social and political science, energy engineering and management
Language Skills	Fluency in written and spoken English Fluency in Russian and/or French is desirable
Computer literacy	MS Office (Word, Excel, PPT, Outlook) Social media (Twitter, Facebook, LinkedIn, Instagram)
Internship-related experiences	Experience in international projects implementation, organization of workshops and trainings, conducting research on the topics related to the internship
Additional skills/requirements	Experience of work in an international environment, adaptability to a new context, ability to establish priorities.
Additional comments	



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<b>Reference No.:</b>	<b>UNECE2</b>
<b>Department:</b>	<b>Economic Cooperation and Trade Division (ECTD)</b>
<b>Keyword:</b>	<b>Digitalization</b>
<b>Location:</b>	<b>Switzerland, Geneva</b>

**Section A: General Information**

Name of host organisation	United Nations Economic Commission for Europe
Organisation's website	<a href="https://unece.org">https://unece.org</a>
Internship Coordinator and/or Focal Point	Coordinator: Elisabeth Tuerk Focal point: Begonia Martinez Alfonso
Supervisor	Elisabeth Tuerk
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Projects: Contributing to the Division's team on digitalization delivering the programmed activities including inter-governmental and expert meetings, regional and country-specific trainings, country-specific advisory work.</p> <p>Taks:</p> <ul style="list-style-type: none"><li>• Providing research inputs and drafting/finalizing (integration of comments) of studies/papers.</li><li>• Researching and drafting specific inputs the team is providing into broader, UN-wide documents.</li><li>• Providing substantive inputs and drafting speaking notes and speeches for team member/senior staff.</li><li>• Drafting news items and social media material.</li><li>• Managing specific pre-determined follow-up communications on specific topics with junior delegates or counter parts in capital.</li><li>• Supporting the preparation of team members/senior staff and joining meetings and discussions in Geneva and online.</li></ul>



	<ul style="list-style-type: none"><li>Supporting regular team meetings.</li></ul>
Training components and learning elements	On the job training/practical learning opportunities on member States' engagement in UN processes; member States' policies and approaches towards sustainable development; operations of the UN secretariat (drafting of UN documents/communications, preparations of meetings) and of a multi-cultural multi-skilled team.
Participation in missions or training courses	No missions Non-mandatory online training available for interns: <ul style="list-style-type: none"><li>BSAFE</li><li>United to Respect Preventing sexual harassment and other prohibited conduct</li><li>Preventions of sexual exploitation and abuse by United Nations personnel</li><li>Ethics and Integrity and the United Nations</li><li>Information security awareness – foundational</li></ul>

### **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Law, economics, political science, international relations, environmental studies
Language Skills	None is required. Russian language is an asset/advantage.
Computer literacy	Regular office programmes (word, excel, power point), design software (e.g. canva).
Internship-related experiences	None.
Additional skills/requirements	<ul style="list-style-type: none"><li>Ability to multi-task and to plan and organize (prioritize) work independently;</li><li>Excellent research and drafting skills (English);</li><li>Attention to detail;</li><li>Teamwork.</li></ul>
Additional comments	None



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<b>Reference No.:</b>	<b>UNECE3</b>
<b>Department:</b>	<b>Aarhus Convention Secretariat, Environment for Europe and Sustainable Development Section, Environment Division</b>
<b>Keyword:</b>	<b>International environmental law</b>
<b>Location:</b>	<b>Switzerland, Geneva</b>

**Section A: General Information**

Name of host organisation	United Nations Economic Commission for Europe
Organisation's website	<a href="https://unece.org/environment-policy/public-participation">https://unece.org/environment-policy/public-participation</a>
Internship Coordinator and/or Focal Point	Maike Salize
Supervisor	Fiona Marshall, Secretary to the Aarhus Convention Compliance Committee and Assistant to the Special Rapporteur on environmental defenders
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The UN Aarhus Convention on Access to Information, Public Participation in Decision-making and Access to Justice in Environmental Matters is the only global legally binding instrument that gives the public broad and concrete rights to participate in decision-making and to have access to information and justice regarding the environment. In doing so, the Convention links environmental and human rights and aims to protect the rights of both present and future generations to live in a healthy environment.</p> <p>During their internship, interns have the opportunity to apply their legal skills in the UN context, working closely with officers in the secretariat and gaining hands-on experience in many aspects of servicing a high profile international environmental treaty. A notable component of the internship is the opportunity to support the work of the Aarhus Convention's innovative Compliance Committee, an international committee that hears cases brought by members of</p>



	<p>the public and governments seeking to ensure the Convention's rights are upheld. Another exciting aspect of the internship is the opportunity to support the work of the Aarhus Convention's Special Rapporteur on environmental defenders, the world's only rapid response mechanism to protect environmental defenders and whose role is to take measures to protect any person experiencing or at imminent threat of penalization, persecution, or harassment for seeking to exercise their rights under the Aarhus Convention. Moreover, interns will assist in preparations for, and servicing of, international meetings held under the Convention and its Protocol on Pollutant Release and Transfer Registers (PRTRs). This includes preparations for meetings of the Compliance Committee, the Special Rapporteur on environmental defenders, the Task Force on Access to Justice, the Task Force on Public Participation in Decision-making, and the meeting of the Working Group of the Parties to the Protocol on PRTRs. Moreover, the intern will support preparations for the upcoming sessions of the Meetings of the Parties to the Aarhus Convention and to the Protocol on PRTRs - the main governing bodies of the treaties, to be held in autumn 2025. Other tasks include preparation of official documents and analyses, and support to the Convention's communication activities, such as uploading resources to the Aarhus Convention Clearinghouse on Environmental Democracy.</p>
Training components and learning elements	<p>Hands-on experience in the work of a secretariat to a UN convention, direct exposure to the development of international environmental law, opportunities to observe international environmental governance in action and the application of legal skills in a UN context.</p>
Participation in missions or training courses	<p>Preparation of and participation in international meetings of the Aarhus Convention Compliance Committee, the Special Rapporteur on environmental defenders and other intergovernmental meetings, including Task Force and Working Group meetings.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Law, preferably including international law, and environmental and/or human rights law.
Language Skills	Fluency in written and spoken English. Fluency in Russian and/or French is desirable.
Computer literacy	MS Office (Word, Excel, PPT, Outlook) Experience with CMS (Drupal) as well as online survey tools are desirable.
Internship-related experiences	
Additional skills/requirements	
Additional comments	





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<b>Reference No.:</b>	<b>UNECE4</b>
<b>Department:</b>	<b>Sustainable Development Unit, Office of the Executive Secretary</b>
<b>Keyword:</b>	<b>Sustainable development</b>
<b>Location:</b>	<b>Switzerland, Geneva</b>

**Section A: General Information**

Name of host organisation	United Nations Economic Commission for Europe
Organisation's website	<a href="https://unece.org">https://unece.org</a>
Internship Coordinator and/or Focal Point	Ms. Rosalie Naluz-Mangila, Internship Coordinator, Administrative Assistant, UNECE Executive Office
Supervisor	Mr. Michael Kunz, Economic Affairs Officer, Sustainable Development Unit, Office of the Executive Secretary, UNECE
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	14.10.2024 - 13.04.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<ul style="list-style-type: none"><li>• Support the substantive preparations for the Regional Forum on Sustainable Development for the UNECE Region, a yearly intergovernmental multi-stakeholder meeting that serves as the central platform for the review of progress under the Sustainable Development Goals (SDGs) in the countries of Europe, North America, and Central Asia. This involves contributions to identifying the key challenges to and accelerators of sustainable development in the UNECE region and related policy and data analysis as well as developing the substantive coverage and the programme of the 2025 Regional Forum, which is set to take place in late March/early April 2025.</li><li>• Contribute to the organization of preparatory processes and related consultations of the Regional Forum, in particular consultations with civil society, youth groups, parliamentarians, other international organizations and the private sector.</li><li>• Contribute to communication products and other materials, such as concept notes, website content update, social media posts, press releases for the UNECE website, information</li></ul>



	<p>newsletter to participants, and preparation of visuals for social media coverage and for presentations in intergovernmental and inter-agency meetings.</p> <ul style="list-style-type: none"><li>• Assist with logistical matters connected to the preparation of the Regional Forum and to the servicing of the Regional Forum meetings.</li><li>• Assist in the preparations of and follow-up to the meetings of the UN interagency Regional Collaborative Platform for Europe and Central Asia, the key platform in the region to foster joint action and coordinate activities among over 30 UN entities.</li></ul>
Training components and learning elements	<ul style="list-style-type: none"><li>• Participation in a range of UN multi-stakeholder, intergovernmental and interagency meetings</li><li>• Involvement in review and follow-up processes on the Sustainable Development Goals (SDGs)</li><li>• Exchange with various Divisions and subprogrammes of a UN Regional Commission</li><li>• Possibility to participate in briefings, events and conferences taking place in and around the United Nations and the ecosystem of international organizations and institutions in Geneva</li></ul>
Participation in missions or training courses	<ul style="list-style-type: none"><li>• Participation in language course programme of the United Nations Office at Geneva</li></ul>

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	Yes
Subjects	Sustainable development, economics, international relations, public policy, public administration, environmental policy, natural resources management, law, social sciences or equivalent.
Language Skills	No language skills in addition to English are strictly required. Knowledge of Russian and/or French would be an asset.
Computer literacy	MS Office (Word, Excel, Powerpoint, Outlook). Experience with social media and website content management would be desirable.
Internship-related experiences	No prior professional experience is required. Familiarity with the sustainable development agenda and the multi-cultural environment of international organizations would be desirable.
Additional skills/requirements	A balanced combination of analytical, organizational and communication skills would be best suited for the context of this internship position.
Additional comments	



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<b>Reference No.:</b>	<b>UNEP1</b>
<b>Department:</b>	<b>Environment Programme and Finance Initiative</b>
<b>Keyword:</b>	<b>Climate change, sustainable development, Nature, Investment, Banking and Regional Coordination</b>
<b>Location:</b>	<b>Switzerland, Geneva</b>

**Section A: General Information**

Name of host organization	United Nations Environment Programme
Organisation's website	<a href="https://www.unepfi.org/">https://www.unepfi.org/</a>
Internship Coordinator and/or Focal Point	Kenneth Maguire
Supervisor	Kenneth Maguire
Second Supervisor	Liesel Van Ast

**Section B: Placement Offer**

Dates and duration of the internship	01.01.2025 – 30.06.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The intern would be part of UNEP FI's Banking Programme Team. As such, depending on skills, background and preferences, he or she would:</p> <ul style="list-style-type: none"><li>• Support the project management of the UNEP FI's Principles for Responsible Banking</li><li>• Support the project management of ongoing PRB implementation-related projects and working groups on various topics including Nature &amp; Biodiversity, Climate &amp; Net-Zero transition, Financial Inclusion</li><li>• Support with communication and engagement with our banking members as well as various external stakeholders</li><li>• Carry out research on Sustainable Banking &amp; Finance topics</li><li>• Support the organization of events, both logistically and in terms of content</li><li>• Participate in meetings and calls with member banks as well as experts and external stakeholders</li><li>• Assist with other tasks as relevant</li></ul>



	<ul style="list-style-type: none"> <li>• Work on topics of own interest</li> <li>• If level of experience allows, set up and manage own initiatives with the banking members as the internship progresses.</li> </ul> <p>Researching the latest developments regarding climate scenarios, climate impacts, and climate-related regulations within the financial sector for the regions where the programme is active</p> <ul style="list-style-type: none"> <li>• Evaluating relevant financial and supervisory practices related to climate risks in different regions</li> <li>• Helping with the drafting and editing of publications (reports, studies, etc.)</li> <li>• Supporting the day-to-day coordination of communications (organising meetings, note-taking, etc.)</li> <li>• Ensuring participants remain engaged by serving as liaison to different working groups within the programme</li> <li>• Assisting with the preparations for events (logistical planning, agenda setting, etc.)</li> </ul> <p>Working on other relevant tasks to support programme success Over the course of the internship, the intern will gradually be given increasing opportunity to manage tasks and small projects independently.</p>
Training components and learning elements	
Participation in missions or training courses	We offer an opportunity to learn how to set up a project that is important to the intern. As well as specific training on climate change and the TCFD. The intern also has the opportunity to work with other UNEP FI branches at a small percentage if they feel like it, so they can increase their knowledge of several different areas.

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Academic background in economics, social sciences, natural sciences, environmental science, public policy, sustainable development, business administration, finance, or relevant experience and studies in finance, economics, sustainable development, communications, environmental sciences and/or international relations/affairs
Language Skills	No language other than English is mandatory, but we appreciate it when the intern speaks French or Spanish as well.
Computer literacy	Interns must have a minimum knowledge of Microsoft Office, such as Outlook, Word, Excel and similar tools. We expect this knowledge to be sufficiently advanced for daily use of basic IT tools.
Internship-related experiences	No working experience is required to apply for the United Nations Internship Programme. Your training, education, advance course work or skills should benefit the United Nations during your internship.
Additional skills/requirements	<p>Skills:</p> <ul style="list-style-type: none"> <li>• Effective Communication Skills</li> <li>• Client Orientation</li> <li>• Teamwork / Interpersonal skills</li> </ul>



	<ul style="list-style-type: none"><li>• Good analytical and problem-solving skills</li><li>• Good organization skills</li><li>• Attention to detail</li></ul>
Additional comments	



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<b>Reference No.:</b>	<b>UNEP-CCC</b>
<b>Department:</b>	<b>Section: Mitigation Analysis and Data Management</b>
<b>Keyword:</b>	<b>Climate change transparency</b>
<b>Location:</b>	<b>Denmark, Copenhagen</b>

**Section A: General Information**

Name of host organisation	United Nations Environment Programme - Copenhagen Climate Centre (UNEP-CCC)
Organisation's website	<a href="https://unepccc.org/">https://unepccc.org/</a>
Internship Coordinator and/or Focal Point	Fernando Farias
Supervisor	Denis Desgain
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>UNEP Copenhagen Climate Centre is a leading international advisory institution on energy, climate and sustainable development.</p> <p>Its work focuses on assisting developing countries and emerging economies transition towards more low carbon development paths, and supports integration of climate-resilience in national development.</p> <p>UNEP Copenhagen Climate Centre is actively engaged in implementing UN Environment's Climate Change Strategy and Energy Programme.</p> <p>The centre employs 70 experts of 22 different nationalities working around the world from offices in UN City, Copenhagen and has more than 30 years of experience working with academia from leading institutions around the world.</p> <p>UNEP Copenhagen Climate Centre was founded as the UNEP Risoe centre by UNEP, The Danish Ministry of Foreign Affairs and the Danish Technical University in 1990. From 2014 to February 2022, the centre was called UNEP DTU Partnership, until it</p>



	<p>became the UNEP Copenhagen Climate Centre. The intern would be joining the Mitigation Analysis and Data Management section, working with several other scientists and experts. Under the guidance of the supervisor, the intern will:</p> <ul style="list-style-type: none"> <li>• Contribute to project implementation and operations, support data collection and analytical work on climate change action transparency in the context of transparency-related projects, in particular, the Capacity Building Initiative for Transparency (CBIT-GSP) and Initiative for Climate Action Transparency (ICAT)</li> <li>• Contribute to data collection and analytical work in the assessment of the Net zero/Long-term strategies developed by countries as a part of their commitments under the Climate Paris Agreement.</li> </ul> <p>Note that the work on Net zero/Long-term strategies will provide opportunity to work on energy system tools / models. Therefore, an Intern with good analytical skills, expertise in Excel will be preferred to complete this work.</p>
Training components and learning elements	<p>The intern will receive specific guidance and supervision related to his/her tasks, as well as support from members of the team. Specifically, the intern will learn about international project management, engagement with project stakeholders from developing countries, and analytical work done in the context of international initiatives focusing on the two areas mentioned in the previous section</p>
Participation in missions or training courses	<p>Frequent in-house seminars and webinars delivered by UNEP-CCC experts will provide learning opportunities and knowledge development on a variety of topics for the Intern. Advice and guidance on specific courses available online might also be given to the Intern depending on her/his interest.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	<p>Note that the work on Net zero/Long-term strategies will provide opportunity to work on energy system tools / models. Therefore, an Intern with good analytical skills, expertise in Excel will be preferred to complete this work.</p>
Language Skills	Solid written and spoken English required. Fluency in Spanish or French is an added value.
Computer literacy	Expertise in Excel will be preferred to complete this work.
Internship-related experiences	<p>The intern will receive specific guidance and supervision related to his/her tasks, as well as support from members of the team. Specifically, the intern will learn about international project management, engagement with project stakeholders from developing countries, and analytical work done in the context of international initiatives.</p> <p>Experience and/or familiarity with developing country settings would be an advantage, though it is not a requirement.</p>





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Additional skills/requirements	
Additional comments	



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**Reference No.:** UNEP2

**Department:** Communication Division  
**Keyword:** Communication

**Location:** Kenya, Nairobi

**Section A: General Information**

Name of host organisation	United Nations Environment Programme
Organisation's website	<a href="https://www.unep.org">https://www.unep.org</a>
Internship Coordinator and/or Focal Point	Nancy Groves
Supervisor	Nancy Groves
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Within delegated authority, the intern may be responsible for the following duties:</p> <ol style="list-style-type: none"><li>1. Research, compile, draft and edit basic information for use in the preparation and production of social media and web content, often under tight deadlines.</li><li>2. Monitor analyze statistics related to digital content.</li><li>3. Gather social media and web content at special events (film screenings, concerts, exhibits, etc.).</li><li>4. Assist in the creation of original content for digital platforms.</li><li>5. Attend meetings as an observer.</li><li>6. Manage meeting agendas and draft meeting notes.</li><li>7. Create presentations and training curricula.</li><li>8. Carry out research tasks and provide inputs into digital strategy planning and activities.</li><li>9. Assists with special projects as assigned.</li></ol>
Training components and learning elements	There are online trainings required for all UN personnel. The fellow would also be training on media monitoring, social media listening and other topics related to digital communications.



Participation in missions or training courses	Fellows will have access to LinkedIn Learning and all other online courses available to personnel with un.org accounts.
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### **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Communications, information studies, marketing.
Language Skills	None, but speakers of other official UN languages are helpful.
Computer literacy	Good understanding of Microsoft Office suite.
Internship-related experiences	Strong writing in English, an interest in environmental affairs, photo and video production and editing -- but this is not required.
Additional skills/requirements	No
Additional comments	



**Carlo Schmid Programme**  
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**Reference No.:** UNESCO1

**Department:** Executive Office of the Sector for Administration and Management (ADM/EO)  
**Keyword:** Greening, Environmental sustainability, Climate change

**Location:** France, Paris

**Section A: General Information**

Name of host organisation	United Nations Educational, Scientific and Culture Organization
Organisation's website	<a href="https://en.unesco.org">https://en.unesco.org</a>
Internship Coordinator and/or Focal Point	Ms Rossella SALVIA, HR Partnerships Coordinator
Supervisor	Ms Miriam TEREICK, Environmental Sustainability Officer
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Internship in Environmental Management / corporate environmental sustainability. Strategically based in the Executive Office of the Sector for Administration and Management (ADM), the Carlo Schmid fellow will help integrate and mainstream environmental considerations across all aspects, policies, practices and programme activities of UNESCO worldwide, including through the following tasks:</p> <ul style="list-style-type: none"><li>• Support the overall implementation of the Organization's Environmental Management System (EMS) and of the 2020-2030 Strategy for Sustainability Management in the UN System and help reduce UNESCO's environmental footprint.</li><li>• Contribute to awareness raising and communication activities to "green" UNESCO, by drafting articles for the intranet, newsletter and website, organizing staff action campaigns and coordinating fun challenges such as World Cleanup Day.</li><li>• Assist programme staff in integrating sustainability considerations and criteria into UNESCO conferences and events as well as into their project and programme planning.</li></ul>



	<ul style="list-style-type: none"><li>• Provide support to UNESCO Field Offices in all regions for specific sustainability/greening initiatives.</li><li>• Help with the preparation, coordination and analysis of the annual Environmental Inventory in the framework of the UN-wide 'Greening the Blue' initiative, and support the overall improvement of measuring and reporting of greenhouse gas emissions, water and waste data across the Organization.</li><li>• Assist with other tasks of the ADM Executive Office, including drafting of documents (briefings, meeting minutes, news stories, PPT presentations), data analysis, short translations, organization of meetings.</li></ul>
Training components and learning elements	This area of work is still relatively new at UNESCO and provides a stimulating learning environment as the trainee can actively contribute to shaping UNESCO's future policies and practices with very concrete and tangible results and impact. The traineeship will give a deep insight into UNESCO's mandate within the UN system and the 2030 Sustainable Development Agenda. The trainee will have the opportunity to enhance their organizational, communication, analytical and drafting skills in a highly multicultural and multilingual work environment. They will learn both how UNESCO operates internally between Sectors and with Field Offices in over 50 countries, as well as in collaboration with other UN Agencies. The supervisor is a CSP alumna herself and will personally make sure that the trainee is fully integrated and mentored and gets the best out of the experience at UNESCO.
Participation in missions or training courses	The fellow will be invited to join trainings organized by UNESCO and the UN specifically with respect to sustainability/environmental management, as well as all standard UNESCO training courses (Ethics, Gender, IT security, etc.).

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Environmental Studies, Sustainable Development, Natural Sciences, International Relations, Social/Political Sciences or related field.
Language Skills	Very good level of English. Good knowledge of French is highly desirable.
Computer literacy	<ul style="list-style-type: none"><li>• Good knowledge of MS Office Suite, including Excel.</li><li>• Experience in working with MS Teams, Sharepoint and other collaborative Microsoft applications is an asset.</li></ul>
Internship-related experiences	<ul style="list-style-type: none"><li>• First work experience (internship or volunteer work) in sustainability management, project management or Corporate Social Responsibility is desirable.</li><li>• Technical knowledge in one of the areas of the UN Sustainability Management Strategy (EMS, energy/water/waste, travel, procurement, green IT) and/or experience in data analysis is an asset.</li></ul>
Additional skills/requirements	<ul style="list-style-type: none"><li>• Good interpersonal and communication skills.</li><li>• Good drafting skills, including ability to make technical information understandable to a non-specialized audience.</li></ul>



	<ul style="list-style-type: none"><li>• Ability to collect, analyze and synthesize information/data from various sources.</li><li>• Genuine interest/personal commitment in environmental sustainability and climate action.</li></ul>
Additional comments	



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<b>Reference No.:</b>	<b>UNESCO2</b>
<b>Department:</b>	<b>Communication and Information Sector/Documentary Heritage Unit, Digital Policy, Inclusion and Transformation Division</b>
<b>Keyword:</b>	<b>Field of information, communication, archival science, records management</b>
<b>Location:</b>	<b>France, Paris</b>

**Section A: General Information**

Name of host organisation	United Nations Educational, Scientific and Culture Organization
Organisation's website	<a href="https://en.unesco.org">https://en.unesco.org</a>
Internship Coordinator and/or Focal Point	Jennifer Blinker, Associate HR Officer, (HR Partnerships), Centre for Learning and Partnerships Development
Supervisor	Fackson Banda, Chief of Unit
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Under the overall authority of the Assistant Director-General for Communication and Information, the guidance of the Director for Digital Policy, Inclusion and Transformation (DIR/DPT), in close cooperation with the Associate Programme Specialist of the Documentary Heritage Unit, and the direct supervision of the Head of the Documentary Heritage Unit, the Sponsored Trainee will transversally support the work of the CI Sector 41 C/5 OUTPUT 8.CI4 relevant to the identification, preservation and accessibility of documentary heritage.</p> <p>The incumbent will contribute to the work of the team, in particular:</p> <ol style="list-style-type: none"><li>1. Support planning and organization of events under the Memory of the World (MoW) Programme, such as the Interregional MoW Conference and capacity building activities.</li><li>2. Assist in the visibility and social media promotions of the MoW Programme, as well as website maintenance and online presence, including updating the MoW International Register database.</li></ol>





	3. Contribute to the preparation of the unit's briefings, reports, background papers, and strategy documents.
Training components and learning elements	<p>It is expected that the assignment will provide the Sponsored Trainee with the opportunity to develop skills in some of the following areas:</p> <ul style="list-style-type: none"><li>• Gain insight into the work of UNESCO in the field of preservation, accessibility and awareness-raising of documentary heritage in particular, and Communication and Information in general.</li><li>• Develop understanding in project management in the context of international development, in particular using UNESCO's Results-Based Management.</li><li>• Apply analytical and research skills, and present data and information in the context of the UN.</li><li>• Gain experience working with UNESCO's field presence and international partners.</li></ul> <p>The Trainee will also gain an understanding of the overall work of UNESCO and be given an opportunity to develop soft skills of the UNESCO Competency Framework, in particular teamwork, flexibility and communication.</p>
Participation in missions or training courses	Participation in missions is not foreseen at this stage. Whenever possible, participation in workshops and capacity development activities of the programme. At the discretion of the Head of Office, participation in internal training that might be offered to staff of the office during the period of traineeship.

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Field of information, communication, archival science, records management, or related discipline including history, archeology, sociology, heritage studies.
Language Skills	Excellent knowledge (written and spoken) in English.
Computer literacy	Solid computer skills including advanced knowledge of office software such as Word and Excel, as well as knowledge in web content management system.
Internship-related experiences	
Additional skills/requirements	<ul style="list-style-type: none"><li>• Strong analytical and research skills; with capacity for accuracy, paying close attention to detail and quality of work.</li><li>• Excellent communication, coordination and organizational skills, with strong writing and oral skills for effective communication.</li><li>• Ability to prepare and process documents, with ability to identify key strategic issues, objectives, opportunities and risks.</li><li>• Ability to establish and maintain effective working relationships in a multicultural environment.</li><li>• Solid computer skills including advanced knowledge of office software such as Word and Excel, as well as knowledge in web</li></ul>



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	content management system.
Additional comments	



**Carlo Schmid Programme**  
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<b>Reference No.:</b>	<b>UNESCO3</b>
<b>Department:</b>	<b>San Jose Office, Costa Rica (Education Unit)</b>
<b>Keyword:</b>	<b>Education in Emergencies, Inclusive Education, Development, Peace Education, Digital Literacy, Youth</b>
<b>Location:</b>	<b>Costa Rica, San Jose</b>

**Section A: General Information**

Name of host organisation	United Nations Educational, Scientific and Culture Organization
Organisation's website	<a href="https://en.unesco.org/fieldoffice/sanjose">https://en.unesco.org/fieldoffice/sanjose</a>
Internship Coordinator and/or Focal Point	Jennifer Blinker, Associate HR Officer (Partnerships)
Supervisor	Romina Kasman, Education Specialist
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<ul style="list-style-type: none"><li>• Support in the organization and implementation of the SDG4-Academy, a series of certified and free training opportunities for public officials from Ministries of Education of the sub-region to prevent and mitigate education exclusion (in collaboration with Mexico and Guatemala Offices)</li><li>• Support in the mapping of key stakeholders and main policies, programmes and initiatives concerning the prevention and reduction of education exclusion, and in exploring opportunities for exchange and cooperation to participate in current initiatives and elaborate new ones to position the office on the theme.</li><li>• Contribute to the development of initiatives to further the capacities of the education sector to support the efforts of member states in preventing and reducing education exclusion</li><li>• Research about latest developments/processes/phenomena concerning education exclusion in Central America and the education response by key stakeholders.</li><li>• Support the coordination, implementation and monitoring of</li></ul>



	<p>activities concerning the UN inter-Agency Education group the UNESCO San Jose Education Sector is leading in Costa Rica, involving the participation in meetings, research, elaboration of minutes, presentations, surveys, briefings and the identification of diverse education resources.</p> <ul style="list-style-type: none"><li>• Support in the organization of activities concerning the strengthening of capacities of youth groups to promote the right to education in the Cluster countries.</li></ul>
Training components and learning elements	<ul style="list-style-type: none"><li>• Knowledge augmented on countries' policies and programmes on preventing and reducing education exclusion.</li><li>• Skills strengthened for partnership creation and management with key stakeholders</li><li>• Skills strengthened for coordination and management of multi-stakeholders' groups as well as for the development of effective working relationships based on the understanding of key dynamics for policy and technical dialogue, exchange and cooperation.</li><li>• Skills strengthened for development of briefings, reports and presentations on the theme.</li><li>• Skills strengthened in the implementation of training opportunities, including organization, facilitation, communication with key education stakeholders' of the cluster countries.</li><li>• Knowledge about youth groups and organizations augmented and the capacities to work with them on the right to education, strengthened.</li></ul>
Participation in missions or training courses	Participation in missions is not foreseen at this stage. Whenever possible, participation in workshops and capacity development activities of the programme. At the discretion of the Head of Office, participation in internal training that might be offered to staff of the office during the period of traineeship.

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	(Sociology, Political Science, International Studies, Philosophy, History, etc.), Economics and/or Education: Subjects: Education in Emergencies, Inclusive Education, Development, Peace Education, Digital Literacy, Youth and Adult Education, Statistics/Indicators. Education in Emergencies, Inclusive Education, Development, Peace Education, Digital Literacy, Youth and Adult Education, Statistics/Indicators.
Language Skills	Excellent knowledge of English and Spanish (written and spoken).
Computer literacy	Good knowledge of IT skills including knowledge of office software.
Internship-related experiences	Some working experience would be an asset.
Additional skills/requirements	<ul style="list-style-type: none"><li>• Analytical capacities</li><li>• Research experience</li></ul>



	<ul style="list-style-type: none"><li>• Excellent written and oral communication skills, including the ability to prepare, systematize and present findings and recommendations on issues clearly and concisely in different types of documents, from presentations to reports.</li><li>• Organizational and project management skills.</li><li>• Excellent coordination and interpersonal skills, flexibility, drive and enthusiasm.</li><li>• Capacity to build and maintain effective working relations with national/local authorities, relevant institutions, intergovernmental and non-governmental organizations.</li><li>• Ability to work in a team in a multi-cultural environment.</li><li>• Ability to participate effectively in meetings with key stakeholders, including governments, donor agencies, United Nations' agencies, civil society organizations, among others</li></ul>
Additional comments	<p>UNESCO San Jose is working in its five cluster countries to prevent and mitigate education exclusion, by supporting efforts by governmental institutions– ministries of education and other government agencies-, private sector and NGOs in the development, systematization and dissemination of practices resulting from initiatives implemented with vulnerable and low-income children and youth, through formal and non-formal education.</p> <p>In Honduras, the work is focused on supporting the implementation of rural education with an approach from sustainable development. In El Salvador, support is being provided to the strengthening of initial and continuous teacher preparation and youth leadership. In Costa Rica, support is being provided to the government to advance the discussion on the how education exclusion is conceived and advanced and the systematization and dissemination of practices implemented at schools. Also, in improving education finance directed to policies and programmes that protect the right to education of people in vulnerable situations. In El Salvador, Nicaragua and Honduras, the Education sector participates in local education groups to prevent education exclusion in emergency situations.</p> <p>In all countries advances are being made to promote interculturality and prevent discrimination and exclusion of children and youth in mobility situations.</p> <p>In 2023, the office is looking forward to advancing initiatives that strengthen the capacities of public officials at the ministries of education to prevent and address education exclusion. More participation by youth is needed, so assistance is required to reflect over how to involve youth individuals and organizations as promoters of the right to education.</p>



**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** UNESCO4

**Department:** Office in Montevideo (Culture Unit)  
**Keyword:** Culture or related field

**Location:** Uruguay, Montevideo

**Section A: General Information**

Name of host organisation	United Nations Educational, Scientific and Culture Organization
Organisation's website	<a href="https://en.unesco.org/fieldoffice/montevideo">https://en.unesco.org/fieldoffice/montevideo</a>
Internship Coordinator and/or Focal Point	Ms Rossella Salvia, Head, Centre for Learning and Partnerships Development
Supervisor	Alcira Sandoval, Programme Specialist
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>Within the framework of the UNESCO Sponsored Traineeship Programme, the candidate will perform the following duties:</p> <ul style="list-style-type: none"><li>• Collaborate in implementing and monitoring activities in line with UNESCO's Culture Sector priorities and expected results</li><li>• Provide support in the implementation of the Culture Sector programme and conventions in Argentina, Paraguay and Uruguay, and other countries, as deemed necessary</li><li>• Assist in following up the communication strategy of the Sector and the Field Office</li><li>• Contribute to the drafting of the progress reports on extra-budgetary projects and regular programme activities</li><li>• Participate in meetings with national and local partners to collaborate in the implementation of culture related activities</li><li>• Carry out any other duty considered relevant to the experience he/she needs to acquire</li></ul>
Training components and learning elements	<p>At the end of the assignment the fellow will have:</p> <ul style="list-style-type: none"><li>• Acquired an in-depth knowledge of the culture Sector of UNESCO</li></ul>



	<ul style="list-style-type: none"><li>• Learnt how to deal with diverse stakeholders in order to guarantee the effective implementation of projects</li><li>• Attained field project management and follow up; develop appropriate mediation, monitoring and evaluation mechanisms</li><li>• Gained solid working knowledge of the operations of an intergovernmental organization</li><li>• Strengthened his/her analytical, communication, negotiation and interpersonal skills</li><li>• Acquired the ability to successfully bring onboard new funding partners</li></ul>
Participation in missions or training courses	Participation in missions is not foreseen at this stage. Whenever possible, participation in workshops and capacity development activities of the programme. At the discretion of the Head of Office, participation in internal training that might be offered to staff of the office during the period of traineeship.

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Culture and international relations related fields (e.g. architecture, history, archaeology, social sciences, culture and/or humanities, management, international relations).
Language Skills	<ul style="list-style-type: none"><li>• Fluent in Spanish (speaking and writing)</li><li>• Very good knowledge of English (speaking and writing)</li></ul>
Computer literacy	Solid computer skills including advanced knowledge of office software such as Word and Excel.
Internship-related experiences	
Additional skills/requirements	<ul style="list-style-type: none"><li>• Teamwork: "Ability to maintain effective working relations within a multi-cultural setting and to work effectively in team environment"</li><li>• Communication: "Ability to speak and write clearly and effectively"</li><li>• Planning and organizing: "Ability to develop clear goals that are consistent with agreed strategies"</li><li>• Commitment to Continuous Learning: "Ability to keep abreast of new developments in own occupation/profession"</li><li>• Respect for Diversity: "Works effectively with people with diverse backgrounds"</li></ul>
Additional comments	<p>The Regional Office of UNESCO in Montevideo (Uruguay) covers the MERCOSUR sub region: Argentina, Paraguay and Uruguay, assisting Member States in the fields of Education and Culture; and the Latin America and the Caribbean region (34 countries) doing so in the fields of Natural Sciences, Communication and Information and Social and Human Sciences. UNESCO-Montevideo implements the strategy and priority programmes established by Member States for these countries.</p> <p>The Culture Sector of UNESCO-Montevideo works in consonance with the Sustainable Development Goals of the 2030 Agenda.</p>





	<p>Additionally, human rights and gender equality are cross cutting themes for all UNESCO sectors.</p> <p>To ensure that culture takes its rightful place in development strategies and processes, UNESCO has adopted a three-pronged approach: it spearheads worldwide advocacy for culture and development, while engaging with the international community to set clear policies and legal frameworks and working on the ground to support governments and local stakeholders to safeguard heritage, strengthen creative industries and encourage cultural pluralism.</p> <p>The Culture Sector in Montevideo Office executes its actions through the Regular Programme of the Organization and Extra budgetary projects financed by strategic donors.</p> <p>This position will offer the possibility of gaining professional experience based on academic background and possible previous work practice. It also brings the opportunity to gain experience in the multicultural atmosphere of an international organization.</p>
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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** UNESCO-IIEP1

**Department:** Equity and Resilience Cluster  
**Keyword:** Crisis-sensitive educational planning

**Location:** France, Paris

**Section A: General Information**

Name of host organisation	UNESCO International Institute for Educational Planning
Organisation's website	<a href="http://www.iiep.unesco.org">http://www.iiep.unesco.org</a>
Internship Coordinator and/or Focal Point	Katja Hinz
Supervisor	Katja Hinz
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>UNESCO-IIEP's Equity and Resilience Cluster supports ministries of education around the world to integrate conflict and disaster risk reduction into education sector planning, as part of a collective effort to ensure the right to quality education for children and youth in crises. IIEP engages in this work many countries, including Burkina Faso, Ethiopia, Jordan, Kenya, Madagascar, Myanmar, South Sudan and Yemen to name a few.</p> <p>IIEP contributes to this crucial field through a combination of technical assistance, research and training. It supports ministries of education to develop crisis sensitive education sector plans and contingency plans to prepare for and respond to crisis, including, for example, forced displacement and armed conflict. Current projects comprise work on the inclusion of displaced teachers and learners into national education systems and the impact of climate change on education. The research and technical cooperation work feeds into face-to-face and online courses on crisis sensitive educational planning for ministries of education and development and humanitarian partners.</p>



	<p>The intern will work under the supervision of Ms Katja Hinz, Associate Programme Specialist and in close collaboration with other colleagues from the Equity and Resilience Cluster: The tasks of this internship would be as follows:</p> <ul style="list-style-type: none"> <li>• Support the Cluster's technical cooperation work as appropriate;</li> <li>• Assist in analytical work undertaken by the Cluster;</li> <li>• Support the Cluster's capacity development work in strengthening education sector planning for conflict prevention, crisis preparedness, and displaced populations;</li> <li>• Assist in updating the education4resilience webpage as requested;</li> <li>• Other duties contributing to the fulfilment of the work plan of the Cluster.</li> </ul>
Training components and learning elements	<p>The objectives of this internship is that the intern improves his/her understanding of:</p> <ol style="list-style-type: none"> <li>1. the process of educational planning;</li> <li>2. the integration of conflict and natural disaster preparedness and mitigation measures into education sector plans and policies;</li> <li>3. the impact of climate change on education and how to set-up climate smart education systems;</li> <li>4. the process of integrating displaced populations in national education sector planning; and</li> <li>5. working in the UN context.</li> </ol>
Participation in missions or training courses	<p>The intern will be able to participate in IIEP's training courses on crisis-sensitive educational planning and UNESCO's professional training offer including language courses. The intern will also be able to join conferences and seminars at IIEP and UNESCO HQ.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Social science (any field) education science, political science, refugee/migration studies, economics.
Language Skills	Very good knowledge of English (Good knowledge of French or Spanish is an asset.)
Computer literacy	Good knowledge of Microsoft office
Internship-related experiences	Prior work in an international environment or on crisis or educational planning is an asset.
Additional skills/requirements	<ul style="list-style-type: none"> <li>• Good analytical and communication skills</li> <li>• Excellent interpersonal skills</li> <li>• Familiarity of working in multi-cultural environments</li> <li>• Ability to work under pressure</li> </ul>
Additional comments	



Deutscher Akademischer Austauschdienst  
German Academic Exchange Service

**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

<b>Reference No.:</b>	<b>UNESCO-IIEP2</b>
<b>Department:</b>	<b>Knowledge Management and Mobilization (KMM) Team</b>
<b>Keyword:</b>	<b>ICTs, blockchain, artificial intelligence and transparency in education</b>
<b>Location:</b>	<b>France, Paris</b>

**Section A: General Information**

Name of host organisation	UNESCO International Institute for Educational Planning
Organisation's website	<a href="http://www.iiep.unesco.org">http://www.iiep.unesco.org</a>
Internship Coordinator and/or Focal Point	Muriel Poisson
Supervisor	Muriel Poisson
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The intern will have the opportunity to support the work of the UNESCO International Institute for Educational Planning (IIEP) in the area of ICTs, blockchain, artificial intelligence and transparency in education. Under the supervision of the Senior Programme Specialist, the intern will:</p> <ul style="list-style-type: none"><li>• Conduct applied research. She/he will benefit from the help of our experts in that field, as well as IIEP's widely developed documentation centre and its highly experienced staff;</li><li>• Help prepare synthesis notes and policy briefs within this framework;</li><li>• Participate in the design and preparation of policy fora, seminars, online training courses or other meetings organized in the field;</li><li>• Assist in developing the content ETICO resource platform, which is a worldwide reference in the domain of ethics and corruption in education;</li><li>• Participate in the design of the new ETICO communication strategy (including on social media) in close consultation with</li></ul>



	<p>IIEP's Communication Unit;</p> <ul style="list-style-type: none"><li>• Liaise with various international partners (development agencies, international organizations, civil society institutions, etc.) as needed;</li><li>• Attend events organised at IIEP and UNESCO premises on a variety of topics;</li><li>• Assist in other programme activities as required.</li></ul>
Training components and learning elements	<p>The intern will be able to develop and exercise his/her skills in the following areas, with adequate technological support from competent colleagues:</p> <ul style="list-style-type: none"><li>• Applied research and training;</li><li>• Web content management;</li><li>• Web and social media strategy development;</li><li>• Networking with various international partners;</li><li>• Working in an international environment;</li><li>• Working within the UN context.</li></ul>
Participation in missions or training courses	<p>The intern will also participate in IIEP's prominent specialized courses held at the Institute's Headquarters, and thus work alongside with educational managers from a wide range of countries (in particular developing countries and countries in transition), assisting in their apprenticeship. It will also contribute to the development of online training activities using advanced pedagogical techniques to ensure involvement, interaction, and exchange.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's student
Enrollment duration of the internship	No
Subjects	<ul style="list-style-type: none"><li>• Social science;</li><li>• Political science;</li><li>• Economic/development sciences;</li><li>• (Education focus would be an advantage).</li></ul>
Language Skills	<ul style="list-style-type: none"><li>• Excellent English skills;</li><li>• French or Spanish would be an asset.</li></ul>
Computer literacy	<ul style="list-style-type: none"><li>• Use of Microsoft Soft Office programme (Word, Excel, Power Point, Outlook).</li><li>• Experience in website content management desired.</li></ul>
Internship-related experiences	<ul style="list-style-type: none"><li>• Analytical skills (e.g. with regard to research work);</li><li>• Writing skills;</li><li>• Ability to work independently.</li></ul>
Additional skills/requirements	Specific skills on educational planning and management would be desirable.
Additional comments	



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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

<b>Reference No.:</b>	<b>UN-Habitat</b>
<b>Department:</b>	<b>Waste Management Team, Urban Basic Services Section, Urban Practice Branch, Global Solution Division, UN-Habitat</b>
<b>Keyword:</b>	<b>Waste management and circular economy; international day of zero waste and global campaign;</b>
<b>Location:</b>	<b>Kenya, Nairobi</b>

**Section A: General Information**

Name of host organisation	United Nations Human Settlements Programme
Organisation's website	<a href="https://unhabitat.org/">https://unhabitat.org/</a>
Internship Coordinator and/or Focal Point	Helda Wandera
Supervisor	Francesca Calisesi
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	Providing support for implementing Waste Wise Cities programme and African Clean Cities Platform through Secretariat work for the international day of zero waste and UNSG's Advisory Board on Zero Waste and African Clean Cities Platform Applying the Waste Wise Cities Tool and providing policy recommendations based on the data and information for cities and countries Organizing online and offline events convening partners in relation to UN-Habitat's waste management programmes Implementing pilot projects to tackle global waste management challenges
Training components and learning elements	1. Language course and other different training courses will be made available from United Nations Office at Nairobi 2. Opportunities to organize and/or participate various high-profile international conferences and meeting will be provided



	3. Various learning opportunities both for high-level international conferences and meetings in addition to on-the-ground experiences through implementing projects and Waste Wise Cities Tool application will be granted
Participation in missions or training courses	Missions for international conferences, event organizations, global awareness raising campaign, in addition to Waste Wise Cities Tool applications and on-the-ground project implementation would be offered.

### **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	Yes
Subjects	Waste management, environmental engineering, sanitary engineering, urban planning and any relevant field.
Language Skills	English and French are the working languages of the United Nations Secretariat. For this post, fluency in written and oral English is required. Fluency in written and oral French would be an asset. Working knowledge of other UN official languages is desirable.
Computer literacy	Experience in the usage of computers and office software packages (MS Word, Excel, PowerPoint, etc.) is needed.
Internship-related experiences	
Additional skills/requirements	
Additional comments	





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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

<b>Reference No.:</b>	<b>UNHCR1</b>
<b>Department:</b>	<b>Office of the Special Advisor on Climate Action</b>
<b>Keyword:</b>	<b>Climate action; displacement</b>
<b>Location:</b>	<b>Switzerland, Geneva</b>

**Section A: General Information**

Name of host organisation	United Nations High Commissioner for Refugees
Organisation's website	<a href="https://www.unhcr.org/">https://www.unhcr.org/</a>
Internship Coordinator and/or Focal Point	Natalie Schmidthaeussler
Supervisor	Natalie Schmidthaeussler
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>UNHCR works in some of the most fragile contexts where conflict and climate vulnerabilities meet, where millions of people are displaced and in urgent need of assistance and protection. We are working to ensure that our operations are climate-smart, resilient and environmentally sustainable – be it through community-based preparedness for climate shocks, access to renewable energy, settlement planning and housing or reforestation programmes in support of refugees and their hosts – as well as distributing greener products.</p> <p>The Special Advisor on Climate Action plays a critical role within UNHCR, providing strategic guidance, oversight, and expertise to shape UNHCR's climate action agenda. The fellow will be an integral part of a team that supports the Special Advisor in advancing UNHCR's involvement in climate action. This includes coordinating relevant initiatives across the organization and serving as a global advocate for UNHCR's efforts in this field.</p> <p>Key Responsibilities:</p> <ul style="list-style-type: none"><li>• Assist in research and reporting initiatives, which will involve</li></ul>



	<p>conducting analyses and preparing a variety of documents, including reports, factsheets, media reviews, and updates related to UNHCR's climate action agenda</p> <ul style="list-style-type: none"><li>• Contribute to internal communication efforts by drafting, reviewing, and developing climate-related messaging</li><li>• Take the lead in crafting monthly Climate Action Updates, which serve as a newsletter to disseminate information about our climate action initiatives</li><li>• Provide support in organizing meetings and managing logistical arrangements, including related to UNHCR's engagement in UNFCCC processes and COP29</li><li>• Collaborate with other team members to offer assistance to UNHCR Regional Bureaux and country operations</li><li>• Attend internal and external events and prepare detailed meeting notes to ensure effective information sharing</li><li>• Fulfill any other support requirements as needed by the team's permanent staff</li></ul>
Training components and learning elements	<ul style="list-style-type: none"><li>• Access to a broad range of UNHCR online trainings</li><li>• Regular feedback sessions with the internship supervisor</li><li>• Increased understanding of the broader UN system, UNHCR's mandate, and positioning on climate through on-the-job mentoring</li></ul>
Participation in missions or training courses	<ul style="list-style-type: none"><li>• Mandatory UNHCR e-learning for new staff and affiliate workforce</li><li>• Missions as needed and depending on relevant skills and experience of the fellow</li></ul>

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	<ul style="list-style-type: none"><li>• Degree in Environmental Studies, International Relations, Political Sciences, Law, Refugee/Migration Studies or related field</li></ul>
Language Skills	<ul style="list-style-type: none"><li>• Knowledge of French or other UN language an asset</li></ul>
Computer literacy	<ul style="list-style-type: none"><li>• Expert knowledge of Microsoft Office (Outlook, Excel and Word) required</li><li>• Data visualisation skills an asset</li></ul>
Internship-related experiences	<ul style="list-style-type: none"><li>• Demonstrated commitment or strong interest in migration and/or displacement</li><li>• Demonstrated commitment or strong interest in climate change and the environment</li><li>• Excellent communication skills and drafting ability in English</li></ul>
Additional skills/requirements	<ul style="list-style-type: none"><li>• Excellent interpersonal skills</li><li>• Ability to work in a self-driven, detail- and solutions-oriented manner with limited supervision</li><li>• Experience in sustainable development and humanitarian issues an asset</li><li>• Experience in advocacy and/or campaigning an asset</li></ul>
Additional comments	



**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

<b>Reference No.:</b>	<b>UNHCR2</b>
<b>Department:</b>	<b>Legal Affairs Service</b>
<b>Keyword:</b>	<b>Legal support to UNHCR's operations; safeguarding integrity, compliance and accountability</b>
<b>Location:</b>	<b>Switzerland, Geneva</b>

**Section A: General Information**

Name of host organisation	United Nations High Commissioner for Refugees
Organisation's website	<a href="https://www.unhcr.org/">https://www.unhcr.org/</a>
Internship Coordinator and/or Focal Point	Karen Grimm-Solomon, Resource Management Associate
Supervisor	Jan Schrankel, Senior Legal Officer
Second Supervisor	Anna Mildemberger, Legal Officer

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Legal Affairs Service (LAS) is the central legal office responsible for managing UNHCR's legal affairs relating to the status and operations of UNHCR. LAS provides advice to the field and headquarters on a broad range of matters, including status, privileges and immunities of UNHCR and its personnel; operational and commercial contracts; personnel, disciplinary and administration of justice matters; funding and visibility matters as well as public international law matters other than international refugee law and other law related to the protection of persons forced to flee.</p> <p>The internship in LAS will give a young lawyer a unique opportunity to gain insight into the legal affairs of a highly operational and field-based UN organization. The intern will assist the supervisor and other lawyers by conducting legal research and preparing ad hoc advice, legal opinions, contracts, court submissions, policies and other legal documents, as well as training and guidance material. As such, the intern will be included in the day-to-day work of LAS</p>



	<p>and will be assigned their own case files and projects under the overall supervision of the Senior Legal Officer.</p> <p>The intern's work will contribute to LAS' mission to provide authoritative, solution-oriented and timely legal advice in order to support effective and efficient UNHCR operations, to safeguard integrity, compliance and accountability, and to mitigate the organization's exposure to legal, financial and reputational risks.</p>
Training components and learning elements	<p>The intern will work closely with a team of 23 specialized international lawyers and 3 administrators based in Geneva, Copenhagen, Budapest, Nairobi, Pretoria and Bangkok, and be able to review and study their legal advice. In the beginning, the intern will be requested to assist the supervisor and other lawyers with research assignments. As soon as possible, the intern will be asked to work on individual legal matters and prepare draft advice for consideration by the supervisor or other LAS staff. The intern will receive continuous feedback and on-the-job training. By the end of their internship, the intern will have obtained expertise in the various areas of international law under LAS' purview as well as practical experience and valuable insight in the day-to-day work of a legal department of a highly operational international organization.</p>
Participation in missions or training courses	<p>Missions are possible but not foreseen. Subject to availability, the intern will be encouraged to attend relevant trainings.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Law
Language Skills	Very good English is required. Knowledge of other UN languages would be considered an asset.
Computer literacy	MS Office Legal databases
Internship-related experiences	Practical experience in a law firm or a legal department of an international organization, and/or field experience would be an asset.
Additional skills/requirements	<p>Required skills: Good analytical and communication skills; strong drafting skills in English; creative thinking; ability to work independently and in a team; favourable disposition to working effectively and harmoniously with colleagues from varied cultures and backgrounds.</p> <p>Desirable: Successful completion of the German 1st State Exam in law or a LL.M.</p>
Additional comments	<p>The Legal Affairs Service (LAS) directly interacts with the Senior Management of the Organization. In particular, LAS advises the Offices of the High Commissioner and the Deputy High Commissioner, the Director of Human Resources and various</p>



	other Directors at Headquarters and Representatives in the Field on a variety of sometimes confidential or strictly confidential matters. This requires LAS personnel, including interns, to display maturity and discretion and to maintain confidentiality.
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Deutscher Akademischer Austauschdienst  
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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

<b>Reference No.:</b>	<b>UNHCR3</b>
<b>Department:</b>	<b>Donor Relations and Resource Mobilization Service</b>
<b>Keyword:</b>	<b>Donor relations, resource mobilization, reporting</b>
<b>Location:</b>	<b>Switzerland, Geneva</b>

**Section A: General Information**

Name of host organisation	United Nations High Commissioner for Refugees
Organisation's website	<a href="https://www.unhcr.org/">https://www.unhcr.org/</a>
Internship Coordinator and/or Focal Point	Angela Siegmund
Supervisor	Angela Siegmund
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The fellow would be part of an immediate team of four to five staff members within the larger Donor Relations and Resource Mobilization Service of UNHCR. The team is responsible for UNHCR's engagement with several top government donors such as Germany, The Netherlands, Switzerland and Austria, as well smaller, emerging Eastern European donors. S/he would primarily work with the Senior Donor Relations Officer supervising the team on the larger Germany portfolio, but depending on interest and capacity, could also support UNHCR's outreach to the other donors covered by the team. Germany is UNHCR's second largest donor and the partnership with the German government is multi-faceted, going beyond funding support, and spans almost all areas of UNHCR's work. The work involves close collaboration and information sharing with UNHCR regional bureaux and country offices globally, HQ Divisions, the UNHCR Office in Berlin as well as the Permanent Mission of Germany in Geneva and the Federal Foreign Office in Berlin. Depending on the profile of the fellow s/he would be assigned the following tasks:</p>



	<ul style="list-style-type: none"> <li>• Provide support in all areas of UNHCR's engagement with Germany as UNHCR's second largest donor and top government partner;</li> <li>• Prepare funding submissions and donor reports;</li> <li>• Assist in the preparation of high level meetings between UNHCR Senior Leadership, including the High Commissioner, and German government representatives by drafting talking points, background notes, meeting minutes as well by helping with meeting logistics;</li> <li>• Help keep the Permanent Mission of Germany in Geneva and counterparts at the Federal Foreign Office in Berlin apprised of developments in UNHCR operations and on policy issues of interest to the German government;</li> <li>• Respond to ad hoc information requests from donors;</li> <li>• Vice versa, keep UNHCR field operations informed on Germany's priorities, topics of interest and concerns;</li> <li>• Build and maintain relationship with other German actors based in Geneva, e.g. political foundations;</li> <li>• Help with mapping and analysis of funding opportunities;</li> <li>• Help with analysis of funding trends of the German government;</li> <li>• Support donor visibility products, e.g. through social media;</li> <li>• Attend key UNHCR governance meetings, such as the Executive Committee and its quarterly Standing Committees, keeping track of relevant donor statements;</li> <li>• Fulfill similar, clearly defined, tasks in relation to the other donors covered by the team - if capacity permits.</li> </ul> <p>The fellow will be coached and supported by the Senior Donor Relations Officer heading the team, and can count on the support from other team members as well. While roles and responsibilities are clearly defined within the team, team members back each other up and help each other out wherever necessary.</p>
Training components and learning elements	<p>Trainings and learning elements will be tailored to the fellow's educational background, work experience and personal objectives. They can include:</p> <ul style="list-style-type: none"> <li>• Access to a broad range of UNHCR online trainings (see also below)</li> <li>• Regular feedback sessions with the internship supervisor</li> <li>• Increased understanding of the broader UN system, UNHCR's mandate, external relations, fundraising, partnership management, different donor governments' priorities</li> </ul>
Participation in missions or training courses	<ul style="list-style-type: none"> <li>• Mandatory UNHCR e-learning for new staff and affiliate workforce (e.g. on Protection, Security etc.)</li> <li>• Online training via UNHCR's training platform "Learn and Connect"</li> <li>• Trainings on Donor Relations, Reporting - either in person or online</li> <li>• Mission to Berlin as needed and depending on DRRM travel budget</li> </ul>

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
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Enrollment duration of the internship	No
Subjects	International relations, political sciences, refugee/migration studies, development, communications, law.
Language Skills	
Computer literacy	<ul style="list-style-type: none"><li>• Good Microsoft Office skills (word, excel, power point) are essential</li><li>• Ability and interest to familiarize her/himself quickly with UNHCR contribution recording databases and tools</li><li>• Data visualization skills are an asset</li></ul>
Internship-related experiences	<ul style="list-style-type: none"><li>• Demonstrated commitment or strong interest in refugees, displacement, or humanitarian assistance</li><li>• Excellent communication skills and drafting ability in English</li><li>• Previous experience with an NGO or UN agency or a government donor would be an asset, but is not a requirement</li></ul>
Additional skills/requirements	<ul style="list-style-type: none"><li>• Excellent interpersonal skills, strong team player</li><li>• Fast learner with good time management and an ability to work under tight deadlines</li><li>• Experience in advocacy or fundraising or campaigning an asset</li></ul>
Additional comments	



**Carlo Schmid Programme**  
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<b>Reference No.:</b>	<b>UNHCR4</b>
<b>Department:</b>	<b>External Relations</b>
<b>Keyword:</b>	<b>Complex refugee crisis management in Egypt/ Middle East-reporting, communications &amp; donor engagement</b>
<b>Location:</b>	<b>Egypt, Cairo</b>

**Section A: General Information**

Name of host organisation	United Nations High Commissioner for Refugees
Organisation's website	<a href="https://www.unhcr.org/eg/">https://www.unhcr.org/eg/</a>
Internship Coordinator and/or Focal Point	Leila Aboulhacene
Supervisor	Sebastian Herwig
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>Egypt is at the centre of multiple crises of huge geopolitical significance, with conflicts on all four borders – Gaza, Israel, Sudan and Libya. Egypt is a destination country and at the same time a transit country for both refugees and migrants (mixed movements) towards the EU. There are already 375,000 refugees in Egypt, mostly from Syria, Sudan and South Sudan. These conflicts and others in the region are contributing to massive current and future movements of people as refugees. UNHCR Egypt runs the biggest Refugee Status Determination operation in the world.</p> <p>In this context, additional support is needed and this operational environment at the same time presents a unique opportunity for professional development and learning. This is a chance for a talented young professional to make a mark in advancing refugee rights in the Middle East. This internship is an opportunity to be part of a crucial refugee response and develop skills by working across a number of functions.</p> <p>Depending on the profile of the Carlo Schmid fellow, they will be</p>



	<p>assigned to support the unit with the below tasks:</p> <ul style="list-style-type: none"><li>• Assist in the drafting of internal and external situation reports – in particular on the Sudan and Gaza situations (which started in April and October 2023 respectively). This may include briefing notes, background material, talking points, fact sheets, press releases and articles. Ensure up-to-date information is regularly shared with colleagues in the operation, as well as with colleagues in the Regional Bureaux (Amman and Nairobi) and Headquarters.</li><li>• Provide support with all aspects of engaging Germany as a key partner and Egypt's second-largest donor in close collaboration with the German embassy in Cairo, the Regional Bureau and HQs as well as UNHCR Berlin. Organize joint initiatives and events with the DAAD Cairo, building on the good existing relationship and past joint projects around inclusion into education and refugees' access to tertiary education (see here for example).</li><li>• Support with the promotion of UNHCR's work through social media and other web content, in close collaboration with the Communications &amp; Public Information team under the External Relations Section.</li><li>• Other tasks include: monitoring funding for the UNHCR Country operation, and appropriate visibility for donor contributions (with focus on Germany) in compliance with UNHCR guidelines and specific donor requirements; Contribute to planning for donor briefings, meetings and missions; Contribute to the drafting of donor proposals and donor reports; Assist with updating targeted advocacy messages.</li><li>• Participate in field missions with donors and VIPs/ Goodwill Ambassadors, and provide communications and logistics support as needed.</li><li>• Across those core tasks, the Carlo Schmid fellow is asked to place a particular focus on gender dimensions, disability, inclusion into national systems/ development and localization (in line with "the Grand Bargain").</li></ul> <p>All the above tasks will be undertaken with support and coaching by the Snr External Relations Officer (who himself started his UNHCR career as a Carlo Schmid fellow and is hence familiar with the programme and its objectives).</p>
Training components and learning elements	<p>The learning package outlined below will be further tailored based on the Carlo Schmid fellow's educational background, experience and personal learning objectives. A fully equipped workplace will be provided to the fellow.</p> <ul style="list-style-type: none"><li>• External relations with communications elements in an emergency context, while being posted to a family duty station with excellent living conditions</li><li>• Early Development Responses to Large Refugee Crises</li><li>• The Carlo Schmid fellow will be encouraged to participate in Arabic language lessons in Cairo and supported in this regard</li><li>• Donor engagement and communication strategies</li><li>• Development of communication and visibility products</li><li>• Understanding humanitarian/refugee context, UNHCR's coordination and leadership role in a complex inter-agency landscape (including actors such as the UN Relief and Works Agency for Palestine Refugees (UNRWA) and the Resident Coordinator's Office) and the related "One-UN" response in</li></ul>



	<p>Egypt</p> <ul style="list-style-type: none"><li>• Drafting of strategic briefing notes and talking points</li><li>• Understanding and exposure to UNHCR operation and processes.</li></ul>
Participation in missions or training courses	<ul style="list-style-type: none"><li>• Online training via UNHCR's training platform ("Learn &amp; Connect"), training.</li><li>• Workshops in Amman (Regional Bureau) where possible.</li><li>• Field missions.</li><li>• Attend conferences and high-level meetings around the Egypt refugee response (with UN, government, etc).</li></ul>

### **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	Not relevant
Subjects	Political science – International Law – International Relations – Communication – Development and Refugee Studies
Language Skills	None
Computer literacy	Literate in all aspects of Word, Power Point and Excel: essential
Internship-related experiences	Preferable (with NGOs or UN in the field of forced displacement or migration) but not mandatory.
Additional skills/requirements	Excellent English oral and written communication skills are crucial. The ideal candidate is a good team player and fast learner. The fellow should be able to have good time management skills to work against multiple tight deadlines.
Additional comments	The Carlo Schmid fellow will be supported and coached throughout the placement by the Snr External Relations Officer who himself started his UNHCR career as a Carlo Schmid fellow (in Nairobi) and is hence familiar with the programme and its objectives. This will help position the Fellow well for the next steps after the Fellowship.



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**Reference No.:** UNHCR5

**Department:** MENA Protection Service  
**Keyword:** Mixed movements

**Location:** Jordan, Amman

**Section A: General Information**

Name of host organisation	United Nations High Commissioner for Refugees
Organisation's website	<a href="https://www.unhcr.org/">https://www.unhcr.org/</a>
Internship Coordinator and/or Focal Point	Arwa Bennaji
Supervisor	Duncan Breen
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>In support of UNHCR's work on mixed movements in the Middle East and North Africa, the internship will provide assistance with the following:</p> <ul style="list-style-type: none"><li>• Support analysis of mixed movements trends in the Middle East and North Africa region by gathering information from public sources including media; academic, UN and NGO reports; and social media as well as internal sources</li><li>• Support the gathering and analysis of key information from UNHCR operations where needed including from testimonies or focus group discussion reports where available</li><li>• Help produce short updates of key developments in the region including to contribute to internal and external products as required</li><li>• Support the drafting of materials as needed including communication with communities information for people on the move, short factsheets, and meeting notes as required.</li></ul>
Training components and learning elements	The internship will provide a unique opportunity to gain insight into UNHCR's work in responding to mixed movements in the region. In



	addition to learning about how UNHCR works including with governments and partners, the internship will provide the opportunity to provide support to UNHCR operations in the region including by analysing and providing updated information on key developments as well as helping draft key information to support communication with people on the move. Access to UNHCR's training on relevant topics such as mixed movements, and protection at sea will also be available.
Participation in missions or training courses	In addition to access to UNHCR's online training courses including on mixed movements, protection at sea and other topics, the internship may offer the opportunity to attend other training depending on the timing and capacity. Potential participation in missions will be considered including depending on priorities at the time.

### **Section C: Required Qualifications**

Academic background at least	Bachelor's student
Enrollment duration of the internship	No
Subjects	Social Sciences, Development Studies, Refugee and Asylum Law, Migration Studies
Language Skills	
Computer literacy	Proficiency in key Microsoft Office software.
Internship-related experiences	
Additional skills/requirements	Analysis and drafting ability is essential. Experience of working with data would be an asset.
Additional comments	



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**Reference No.:** UNHCR6

**Department:** External Relations  
**Keyword:** External Relations, Reporting, Donors

**Location:** Panama, Panama City

**Section A: General Information**

Name of host organisation	United Nations High Commissioner for Refugees
Organisation's website	<a href="https://www.unhcr.org/about-unhcr/where-we-work/americas">https://www.unhcr.org/about-unhcr/where-we-work/americas</a>
Internship Coordinator and/or Focal Point	Sayed Aminullah Rasuli
Supervisor	Carla Calvo
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>Background information/Organizational context: The Americas hosts 21,4 million forcibly displaced people and other persons in need of protection and assistance. The magnitude and complexity of forced displacement continued to grow in the Americas over the last decade, as the root causes remain unaddressed and is aggravated by the global financial crisis, as well as the socio-economic impact of the pandemic and climate events. The region faces five overlapping displacement situations including in and from Colombia, Venezuela, Central America and Mexico, Nicaragua, and Haiti. This is coupled with the challenges posed by large population movements, which have grown in scale and complexity over the years.</p> <p>Seeking durable solutions for refugees and internally displaced persons remains a critical priority for UNHCR. The Agency prioritizes protection interventions, humanitarian aid, and long-term solutions, including integration and resettlement. UNHCR works with States to strengthen refugee protection, access to asylum and local integration and responds to immediate needs by providing</p>





	<p>basic relief items and cash assistance. UNHCR also works with partners to empower communities and include refugees and asylum-seekers in national systems.</p> <p>The Regional Bureau for the Americas covers 3 Multi-country offices in Argentina, Panama and the United States of America, 11 country offices, 1 country mission in the Dominican Republic, 7 national offices and 23 field offices. Within this context, the Bureau regularly engages with a variety of external stakeholders including governments, embassies, donors, media, academia, UN agencies and other international organizations, NGOs and the private sector. The External Relations Unit in the Bureau focuses on securing, sustaining and increasing financial and political support for UNHCR and the people with and for whom it works in the Americas region through direct engagement with external stakeholders, support to country operations as well as support to a large number of high-level meetings and missions.</p> <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"><li>• Keep abreast with developments in the region to assist in preparing appropriate reports and updates.</li><li>• Assist the External Relations unit in consolidating and analyzing information in order to facilitate the preparation of quarterly reporting products for the region.</li><li>• Assist in the compilation and editing of weekly reports.</li><li>• Assist in the compilation and editing of regional donor proposals and reports.</li><li>• Assist in drafting talking points and background information for high level meetings.</li><li>• Conduct financial funding analysis.</li><li>• Perform other related duties as required.</li></ul>
Training components and learning elements	<ul style="list-style-type: none"><li>• Trainings on UNHCR financing, refugee protection and humanitarian response will be offered and required</li><li>• Other training and learning opportunities will be offered</li></ul>
Participation in missions or training courses	The intern will have access to UNHCR Learn and Connect training platform and UNHCR Learning in Workday.

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Preferably in International law, Political Science, International Relations, Communications or a related field.
Language Skills	Fluency in Spanish highly desirable
Computer literacy	Microsoft Office 365 (Word, Excel, Power Point, SharePoint).
Internship-related experiences	<ul style="list-style-type: none"><li>• Excellent communication and drafting skills</li><li>• Previous experience in an international environment is an advantage</li><li>• Positive inter-personal skills, ability to work in a multi-cultural, multi-functional team and environment</li><li>• Knowledge of and commitment to the mandate of UNHCR</li></ul>



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Additional skills/requirements	
Additional comments	Applications are encouraged from all qualified candidates without distinction on the grounds of race, colour, sex, national origin, age, religion, disability, sexual orientation and gender identity.



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<b>Reference No.:</b>	<b>UNHCR7</b>
<b>Department:</b>	<b>Policy team</b>
<b>Keyword:</b>	<b>Policy liaison on forced displacement in the heart of the United Nations</b>
<b>Location:</b>	<b>United States, New York City</b>

**Section A: General Information**

Name of host organisation	United Nations High Commissioner for Refugees
Organisation's website	<a href="https://www.unhcr.org/">https://www.unhcr.org/</a>
Internship Coordinator and/or Focal Point	Nurzat Karimova
Supervisor	Blanche Tax
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Operational Context</p> <p>UNHCR's New York Office (NYO) represents UNHCR in UN processes and functions as a liaison working closely with UNHCR's Headquarters, regional bureaus, and country operations, along with UN Headquarters (UNHQ), including UN Departments of the Secretariat, UN agencies, funds, and programs, the General Assembly, the Security Council, and the Economic and Social Council. NYO also works with Permanent Missions of UN Member States (MS), non-governmental organizations (NGOs), and civil society organizations. NYO engages in advocacy and partnership to ensure that UNHCR's mandate and positions are promoted with key stakeholders in New York. Matters of central concern to UNHCR are high on the UN agenda and are also of prominent concern to MS, civil society, and the media. UNHCR is appreciated as the agency with operational and policy expertise on refugee, displacement, and statelessness matters. With increasing numbers of refugees and internally displaced persons, the Security Council is often engaged with matters of central importance to UNHCR and</p>



	<p>the High Commissioner regularly addresses the Security Council. These matters often engage the Department of Peace Operations as well as the Department of Political and Peacebuilding Affairs, whose leadership role in integrated and mission settings coincides with some of the largest UNHCR operations globally. Additionally, NYO is frequently called upon to partner with civil society, including academic institutions, regarding refugees and stateless persons. Moreover, NYO is increasingly the port of call for global media based in New York on issues pertaining to UNHCR's global programs.</p> <p>The fellow supports colleagues who interface with UN, MS, NGOs, and other counterparts on matters of central protection and human rights concern. The fellow provides regular and timely analysis of developments within the UN and their possible impact on UNHCR and its operations worldwide, as well as feed into those processes.</p> <p>Responsibilities</p> <ul style="list-style-type: none"><li>• Attend and report on assigned meetings in an expeditious and timely manner;</li><li>• Support UNHCR's engagement with humanitarian, development, and other UN bodies and processes;</li><li>• Monitor, analyze, and report on key developments with stakeholders and processes related to issues that affect UNHCR's operations and activities, and update NYO and UNHCR HQ;</li><li>• Stay abreast of UNHCR's global operations and policies and support engagement with relevant UNHCR HQ divisions and bureaus to ensure a smooth information flow;</li><li>• Promote UNHCR's objectives through participation in briefings and inter-agency meetings, with a view to report on policy development, priorities, and work programs of New York-based bodies and processes related to humanitarian response, human rights, development, peace, and security;</li><li>• Flag opportunities to enhance understanding of UNHCR's mandate and operations amongst NY-based stakeholders;</li><li>• Make suggestions and provide inputs to ensure that UNHCR's interests and concerns are considered in the UN and inter-agency position papers and policy statements impacting UNHCR's operations and protection activities;</li><li>• Enable consistent and comprehensive UNHCR messaging and interventions through collaboration across NYO Units, as well as UNHCR HQ and field;</li><li>• Follow and report on relevant negotiations of Security Council and General Assembly resolutions of importance to UNHCR;</li><li>• Follow and report on high-level events, real-time Security Council briefings and inter-agency meetings and working groups;</li><li>• Conduct research and consultations on assigned topics;</li><li>• Support participation of UNHCR in relevant international and bilateral fora in New York;</li><li>• Assist in planning, coordinating, and carrying out public events organized by NYO.</li></ul>
Training components and learning elements	<p>The fellow will have weekly meetings with his/her supervisor to reflect on experiences, questions, workload, and learning opportunities.</p> <p>Through the daily work, the fellow will learn elements of UNHCR and UNHQ structure and processes. The learning elements result</p>



	<p>from the tasks the fellow carries out during the assignment, such as knowledge of UNHCR policies, the UN system, and its policies, particularly in relation to humanitarian, political, peacekeeping, peacebuilding, development, human rights, and rule of law issues, and from engagement with experienced staff members on the team.</p> <p>The fellow will strengthen drafting and analytical skills, through reporting on meetings, events, and other engagements and developments; as well as presentation and negotiation skills, as the fellow will assist in advocating for the inclusion of UNHCR positions into UN policies.</p> <p>The fellow will also develop research skills through more focused and in-depth study into specific thematic and geographic issues. The fellow's assignment provides an opportunity to develop political awareness and engage in professional networking at an international level. The fellow also can keep up with political and other country-related developments of direct relevance to her/his studies and potential future employment.</p> <p>The Fellow will also complete the following obligatory on-line training courses:</p> <p>Basic Security in the field (BSAFE) UN Course on Prevention of Harassment, Sexual Harassment and Abuse of Authority Protection Induction Programme (PIP) Preventing Sexual Exploitation and Abuse ICT Information Security Awareness Advanced Training (InfoSec) Fundamental of Fraud and Corruption Awareness</p>
Participation in missions or training courses	The fellow will have access to UNHCR's "learn and connect" system, which offers a rich collection of online training opportunities, in relevant areas of humanitarian work.

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	Not relevant
Subjects	Degree in international relations, political sciences, law, or related field
Language Skills	Fluency in English with excellent written and oral communication skills; Fluency in Spanish, French or Arabic are an advantage.
Computer literacy	Proficiency in Microsoft office programmes (including PowerPoint, Microsoft Word, Excel, and Teams)
Internship-related experiences	We are looking for fellows with a demonstrated commitment or strong interest in international relations, refugee issues, and humanitarian response.
Additional skills/requirements	<ul style="list-style-type: none"><li>• Proven teamworking skills</li><li>• Proven drafting skills (we would like to see an unedited writing sample in English)</li></ul>
Additional comments	NYO offers an excellent learning experience, and the opportunity to work with a wonderful team of diverse colleagues, most of whom have served in humanitarian operations around the world. This placement allows a fellow to understand firsthand how the United



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	Nation's New York Headquarters functions, and gives unique exposure to the world of international diplomacy and international relations.
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**Reference No.:** UNICEF1

**Department:** Humanitarian response, Field Services Section  
**Keyword:** Humanitarian response, Field Services

**Location:** Bangladesh, Dhaka

**Section A: General Information**

Name of host organisation	United Nations International Children's Emergency Fund
Organisation's website	<a href="https://www.unicef.org/">https://www.unicef.org/</a>
Internship Coordinator and/or Focal Point	Pushpita Nepal
Supervisor	Lawrence Oduma
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>How can you make a difference? The purpose of the UNICEF internship programme is to provide a framework by which students pursuing or having recently completed a tertiary education are assigned to UNICEF offices to enhance their educational experience through practical work assignments, to expose them to the work of the UNICEF, and to provide UNICEF offices with the assistance of qualified students or recent graduates specialized in various professional fields.</p> <p>Main tasks and responsibilities</p> <ul style="list-style-type: none"><li>• Support the Emergency Officer (IM) in emergency information collection, data maintenance and analysis to enhance emergency preparedness and response</li><li>• Support the Emergency Officer (IM) during staff training in data management and data analysis for emergencies preparedness and response</li><li>• Assist in development and administration of internal data collection, inputting, categorization and cleansing.</li><li>• Support verification of humanitarian performance monitoring</li></ul>





	<p>data and narrative reporting inputs for consistency.</p> <ul style="list-style-type: none"> <li>• Support in updating the funds management information dashboard on a regular basis</li> <li>• Support in providing technical input in the preparation of the Situation Analysis and other Section documents, as required.</li> <li>• Provide assistance in arranging internal and external meetings of the section.</li> <li>• Support other work of the Field Operations / Emergency Coordination section.</li> <li>• To qualify as an advocate for every child you will have...</li> <li>• Bachelor's degree (recent graduate, within 3 years) in one of the following areas: Statistics, Geography, Geo-information technology, Data Science, Humanitarian Studies, International Development, Business Administration, Public Policy, Public Administration, Development Studies, or social sciences.</li> <li>• Strong academic performance as demonstrated by recent university or institution records or, if not available, a reference letter from an academic supervisor.</li> <li>• Development work and volunteering experience is an asset but not a prerequisite.</li> <li>• Exposure / experience of working in any humanitarian context is considered as an asset.</li> <li>• No immediate relatives (e.g., father, mother, brother, sister) working in UNICEF.</li> <li>• Experiences using Microsoft 365 applications (Word, Excel, PowerPoint, etc.) is an asset.</li> <li>• Proficiency in English is required.</li> </ul>
Training components and learning elements	
Participation in missions or training courses	

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	Yes
Subjects	Bachelor's degree (recent graduate, within 3 years) in one of the following areas: Statistics, Geography, Geo-information technology, Data Science, Humanitarian Studies, International Development, Business Administration, Public Policy, Public Administ
Language Skills	Proficiency in English is required.
Computer literacy	Experiences using Microsoft 365 applications (Word, Excel, PowerPoint, etc.) is an asset.
Internship-related experiences	
Additional skills/requirements	<ul style="list-style-type: none"> <li>• Development work and volunteering experience is an asset but not a prerequisite.</li> <li>• Exposure / experience of working in any humanitarian context is considered as an asset.</li> </ul>



	<ul style="list-style-type: none"><li>No immediate relatives (e.g., father, mother, brother, sister) working in UNICEF.</li></ul>
Additional comments	<p>For every Child, you demonstrate... UNICEF's values of Care, Respect, Integrity, Trust, and Accountability (CRITA).</p> <p>To view our competency framework, please visit <a href="#">here</a>. UNICEF is committed to diversity and inclusion within its workforce, and encourages all candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons living with disabilities, to apply to become a part of the organization. UNICEF offers reasonable accommodation for personnel with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the recruitment process and afterwards in your assignment.</p> <p>UNICEF has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNICEF, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. UNICEF also adheres to strict child safeguarding principles. All selected candidates will be expected to adhere to these standards and principles and will therefore undergo rigorous reference and background checks. Background checks will include the verification of academic credential(s) and employment history. Selected candidates may be required to provide additional information to conduct a background check.</p> <p>Remarks:</p> <p>The selected candidate is solely responsible to ensure that the visa (applicable) and health insurance required to perform the duties of the contract are valid for the entire period of the contract. Selected candidates are subject to confirmation of fully vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the assignment.</p>



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<b>Reference No.:</b>	<b>UNICEF2</b>
<b>Department:</b>	<b>Education</b>
<b>Keyword:</b>	<b>Education Policy, Curriculum reform, gender equality in education</b>
<b>Location:</b>	<b>Egypt, Cairo</b>

**Section A: General Information**

Name of host organisation	United Nations Children's Fund
Organisation's website	<a href="https://www.unicef.org/egypt/">https://www.unicef.org/egypt/</a>
Internship Coordinator and/or Focal Point	Hanem Hassan
Supervisor	Hanem Hassan
Second Supervisor	Heidi Selim

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>Propose strategies with evidence of impact to advance gender equality in education based on initial desk review to inform the Partnership Compact, Enabling Factor Analysis and Operational Plan. Provide specific recommendations on teacher training and the curriculum.</p> <p>Provide guidance on gender-hardwiring of the partnership compact, enabling factor analysis and operational plan.</p> <p>Identification of a priority reform addressing gender inequalities</p> <p>Ensure priority reform addresses root causes of gender inequality through specific actions and has evidence of impact</p> <p>Relate selected policy reform to enabling factor "Gender-responsive Sector Planning, Policy and Monitoring"</p> <p>Prepare a final report and recommendation at the end of the assignment</p> <p>Attend series of one-week capacity building training sessions for MoETE staff, LEG and relevant stakeholders (vertical and horizontal training)</p> <p>Sharing, explaining and discussing the ESA results</p>



	<p>Elaborating on the ESP Priorities and the rationale behind the priorities</p> <p>Guidance to MoETE staff on action plan development for implementation within their field of inquiry.</p> <p>Advocacy campaigns for the public to share the current challenges in the Egyptian Education Sector and to discuss solutions including both the government and society responsibilities and roles. The campaigns can target interest groups and individuals (e.g., religious and youth leaders), parents/PTAs, local private sector, and civil society.</p> <p>The advocacy campaign will mainly concentrate on the following:</p> <p>Benefits of Education.</p> <p>Gender aspect of the ESP (Girls' education, early marriage, gender stereotype)</p> <p>ESP priorities and their relationship with the current challenges</p> <p>Training for journalists and media organizations to encourage fair, balanced, and accurate media coverage on ESP</p> <p>Raising awareness activities on gender issues related to education.</p> <p>Support the Global Out of School Children Inclusion Study in Egypt in order to reduce the number of out-of-school children</p>
Training components and learning elements	
Participation in missions or training courses	The fellow is expected to participate in all workshops conducted by UNICEF with counterparts. UNICEF is working mainly with the Ministry of Education and Technical Education.

### **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	<p>Any of the following:</p> <ul style="list-style-type: none"><li>• International development</li><li>• Education</li><li>• Gender studies</li><li>• Planning</li><li>• Statistics and public finance</li></ul>
Language Skills	<p>English is required</p> <p>Arabic is an asset</p>
Computer literacy	PPT, Excel and word (Microsoft)
Internship-related experiences	
Additional skills/requirements	<p>Eager to learn</p> <p>Flexible, responsible and responsive.</p>
Additional comments	



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<b>Reference No.:</b>	<b>UNICEF3</b>
<b>Department:</b>	<b>Health Section</b>
<b>Keyword:</b>	<b>Primary Health Care; Community Health; Maternal Newborn Child and Adolescent Health; Climate Change</b>
<b>Location:</b>	<b>Jordan, Amman</b>

**Section A: General Information**

Name of host organisation	United Nations Children's Fund
Organisation's website	<a href="https://www.unicef.org/mena/">https://www.unicef.org/mena/</a>
Internship Coordinator and/or Focal Point	Hadil AlHattab
Supervisor	Shirley Mark Prabhu
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>Under the direct supervision of Health Specialist, the intern will work with a team of experts to addresses challenges in improving the health of women, newborns, children and adolescents through three main components:</p> <p>a) Supporting evidence-generation so good science can inform sound policy and leverage country commitment and resources for action, including around key aspects of PHC such as community health that will play an increasing role in addressing challenges such as climate change.</p> <ul style="list-style-type: none"><li>• Contribute to the preparation/update of situation analysis for the health and related sector (e.g., climate, poverty, etc.) for development, design and management of health-related programs/projects. Research and report on development trends and (climate, inequities, economic, social, health etc.) data for use in programme development, management, monitoring, evaluation and delivery of results.</li><li>• Contribute to the development/establishment of sectoral</li></ul>



	<p>program goals, objectives and strategies and results-based planning through research, collection, analysis and reporting of health and other related information for development planning and priority and goal setting.</p> <ul style="list-style-type: none"> <li>• Contribute to identifying, capturing, synthesizing and sharing lessons learned for knowledge development and capacity development of key stakeholders.</li> </ul> <p>b) Advocacy and engagement to strengthen national policies to ensure follow-up to local levels.</p> <ul style="list-style-type: none"> <li>• Draft communication and information materials for the UNICEF regional office programme advocacy to promote awareness, establish partnership/alliances and support resource mobilization for relevant programmes such as impacts of climate change on maternal, newborn and child health.</li> <li>• Contribute to building and sustaining effective close working partnerships with country office counterparts and stakeholders through active sharing of information and knowledge to facilitate programme implementation.</li> <li>• Build capacity of stakeholders to achieve and sustain results on health programs.</li> <li>• Participate as resource person in capacity-building initiatives to enhance the competencies of key stakeholders at national and subnational levels.</li> </ul> <p>c) Contributing to the efforts of the regional office in identifying and addressing new and emerging health challenges such as climate change impacts on child health in MENA countries</p> <ul style="list-style-type: none"> <li>• In partnership with key stakeholders and knowledge institutions, develop evidence-based analysis for effective programme planning and management, particularly aimed at understanding and addressing the challenges posed by emerging threats on child health and well-being</li> <li>• Contribute to applying innovative approaches and promote good practice to support the implementation and delivery of concrete and sustainable program results at the country level</li> <li>• Research and report on best and cutting-edge practices for development planning of knowledge products and systems</li> </ul>
Training components and learning elements	<p>The intern will acquire knowledge and experience through participation in the various roles and responsibilities assigned to him/her under the guidance of the supervisor and relevant health section team members. Time will be dedicated to especially assist and support the intern to understand and highlight the valuable role that the intern would play in the implementation of the UNICEF Middle East and North Regional Office Regional Health Work Plan which aligns with the UNICEF Global Strategic Plan for 2022 – 2025 and the achievement of the SDGs. The intern will support and contribute to the finalization and production of the regional knowledge products. To build and expand his/her knowledge/capacity and learning, the intern will be exposed to various meetings and webinars organized within the MENARO health team and country offices on key areas related to Primary Health Care and other areas of interest.</p>
Participation in missions or training courses	<p>In terms of missions, the intern will have the opportunity to engage actively and contribute to the regional events that are co-organized by MENARO health team with the UNICEF Country Offices, UN and other partners in the Middle East and North Africa Region. Opportunities will be provided for relevant leadership training and</p>



	to participate in other training courses in line with UNICEF's learning programmes to enhance his/her specific skills and experience.
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### **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Health or related field including Medicine, Public Health, Global/International Health, Health Policy & Management, Environmental Health, Family Health, Health Research, Socio-medical Sciences, Social Sciences, Nursing, or a field relevant to international
Language Skills	Working knowledge of Arabic and French is an asset but not compulsory
Computer literacy	Solid overall computer literacy, including proficiency in various MS Office applications (Excel, Word, etc.) and email/internet; and office technology equipment.
Internship-related experiences	Good writing and communication skills, including experience in research, public speaking and presentations is preferred. Relevant experience working in an international context is considered as an asset.
Additional skills/requirements	Self-motivated, ability to work with training and supportive supervision. Ability to work professionally and effectively in a multicultural team of international and national personnel. Adaptability and Flexibility
Additional comments	





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<b>Reference No.:</b>	<b>UNICEF4</b>
<b>Department:</b>	<b>ICTD, Digital Centre of Excellence</b>
<b>Keyword:</b>	<b>Data science, artificial intelligence, cloud computing, digital transformation, open source</b>
<b>Location:</b>	<b>Kenya, Nairobi</b>

**Section A: General Information**

Name of host organisation	United Nations Children's Fund
Organisation's website	<a href="https://www.unicef.org/">https://www.unicef.org/</a>
Internship Coordinator and/or Focal Point	Agnes Takacs, HR Officer
Supervisor	Juan Merlos Tevar
Second Supervisor	Evan Wheeler

**Section B: Placement Offer**

Dates and duration of the internship	01.10.2024 - 30.04.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>UNICEF is the UN Agency that works to protect the rights of every child. UNICEF works in the world's toughest places to reach the most disadvantaged children and adolescents – and to protect the rights of every child, everywhere. Across more than 190 countries and territories, we do whatever it takes to help children survive, thrive and fulfill their potential, from early childhood through adolescence.</p> <p>The Digital Centre of Excellence (DCOE) is a dynamic team based in Nairobi (Kenya) that provides global support to the Technology for Development (T4D) practitioners by creating global guidance and scaling up digital solutions that are relevant for UNICEF's programmes.</p> <p>Governments at the national and sub-national levels have started a digital transformation agenda in which they are leveraging digital technologies and innovative approaches to improve public services, enhance governance, and optimize internal operations within government organizations. It involves the integration of</p>



	<p>digital tools, data-driven insights, and citizen-centric solutions to transform the way governments interact with citizens, deliver services, and make decisions.</p> <p>Governments can leverage data analytics to gain insights and make informed decisions to improve their services for the children. By analyzing large volumes of data, governments can identify patterns, trends, and potential issues to support evidence-based policy-making and improve service delivery.</p> <p>In order achieve this, they need to collect the data from the different systems and sources, perform transformations to standardize it, extract key indicators, and finally create insights through visualizations in dashboards, or through developing AI/ML predictive models. However, to perform this at scale, specialized tools are required. There is where Magasin, a product that is currently being scaled by DCOE, aims to play a key role in data informed decision making.</p> <p>Magasin is a cloud native scalable end-to-end data science and artificial intelligence open-source solution. Magasin follows an innovative approach of distributing interoperable open source components that work together to create an enterprise ready solution to automate the ingestion, transformation, storage, analysis and visualization data. Magasin also includes components that enable parallel cloud computing to perform big data analysis, real time data and machine learning model training.</p> <p>We are looking for a fellow that will helps us to enhance the solution by solving interesting technical challenges. He will help us to ease the adoption, evolve the product to the next level as well as to provide global support in the operations and use of UNICEF's internal instance. These are some of the the expected tasks:</p> <ul style="list-style-type: none"><li>• Develop and release tools for easing the operations of an instance.</li><li>• Integrate new open-source components to extend the product capabilities</li><li>• Enhance the instance administrator and end-user documentation</li><li>• Provide global support to the organization teams that are using magasin.</li><li>• Develop data ingestion pipelines, machine learning models, use of LLM that get the maximum of the platform</li><li>• Document, advocate and evangelize the adoption of the solution for different use cases within and outside of the organization.</li></ul>
Training components and learning elements	<p>The fellow will enhance their technical skills for managing top notch data science and cloud infrastructure. They will learn how to setup, run, operate, upgrade and monitor the different open-source components of magasin in a production environment within a Kubernetes cluster in the cloud.</p> <p>The selected candidate will experience on first-hand the challenges and opportunities that global open-source solution face, and they will be part of a dynamic team passionate about technology with impact.</p> <p>They will enhance their interpersonal skills by interacting with teams across the world to help them to use technology to solve problems that impact the life of the children.</p> <p>The fellow will enhance their presentation, public speaking skills and become an internal and external evangelist of a global</p>



	solutions.
Participation in missions or training courses	<p>These are the potential trainings and missions the fellow may be able to participate:</p> <ul style="list-style-type: none"><li>• Online courses focused of learning the base technology components.</li><li>• In house training and documentation on the usage of the tool.</li><li>• Participation in mission to implement, promote or evangelize magasin.</li><li>• Participation in data science, DPI, DPG relevant to magasin.</li></ul>

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	<ul style="list-style-type: none"><li>• Container cloud infrastructure</li><li>• Cloud computing</li><li>• Advanced Python programming</li><li>• Applied Data Science</li><li>• Technology for Development</li><li>• Data visualization</li><li>• GNU/Linux System Administration</li><li>• Information security</li><li>• DevOps</li><li>• GitOps</li></ul>
Language Skills	Knowledge of other UN ;languages can be an asset, but not a requirement (French, Spanish, Arabic, Chinese, Russian)
Computer literacy	<ul style="list-style-type: none"><li>• Understanding of Containerized Cloud Computing (Docker, Kubernetes, Helm, Kustomize, cloud storage)</li><li>• Experience with GNU/Linux administration (Debian/Ubuntu, shell scripting)</li><li>• Advanced Programming in Python</li><li>• Experience performing and understanding Data science Analysis (jupyter notebooks, pandas, numpy, dask...)</li><li>• Acquaintance with Data Visualization tools (f.i PowerBI, Superset, ...)</li><li>• Experience using source code management (git, pull requests, branch management...)</li><li>• Knowledge about information security (SSO/OAuth, Public Key Infrastructure...)</li></ul>
Internship-related experiences	Though it is not a required, fellows that have prior experience working with other development or humanitarian agencies may be benefitted to better understand the contexts in which the solution is being applied.
Additional skills/requirements	We recommend applying to those that are passionate about learning (there will be lots of it), willing to solve real life technical challenges, and work on a forward looking technology that aims to make a difference.
Additional comments	We do not expect the fellow to have a strong or full knowledge on all the areas, but we expect someone that will be willing acquire



	new skills. We are willing to expend time on providing context, support his training and helping him to get up to speed as soon as possible. Indeed, we assume that the first weeks will be mostly training and learning.
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<b>Reference No.:</b>	<b>UNICEF5</b>
<b>Department:</b>	<b>Social and Behavior Change Section</b>
<b>Keyword:</b>	<b>Social and Behavior Change; Community Engagement; Accountability; Risk Communication</b>
<b>Location:</b>	<b>Nepal, Kathmandu</b>

**Section A: General Information**

Name of host organisation	United Nations Children's Fund
Organisation's website	<a href="https://www.unicef.org/nepal/">https://www.unicef.org/nepal/</a>
Internship Coordinator and/or Focal Point	Jee Hyun Rah
Supervisor	Shreya Singh
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>Under the general guidance of the Chief, SBC Section and in close coordination with Sectoral and Cross-Sectoral Specialists and Officers, contributes to/responsible for the design, management, monitoring and evaluation of evidence-based, inclusive and innovative SBC and Communication strategies and interventions in support of the country programme.</p> <p>Summary of key functions/accountabilities:</p> <ol style="list-style-type: none"><li>1. Support the generation and utilization of research, data, and evidence to inform the design, measurement, and monitoring of SBC programs and outcomes in both development and emergency contexts and to build the evidence base for SBC.</li><li>2. Support the design, plan and implement SBC activities that are backed by social and behavioural evidence and strong engagement and participation mechanisms in both development and humanitarian contexts.</li><li>3. Support the operationalization of SBC by advocating for SBC, mobilizing resources, coordinating across stakeholders, sectors</li></ol>



	<p>and teams, and partnership building.</p> <ol style="list-style-type: none"> <li>Support SBC team to produce engaging and informative content across various platforms, including UNICEF's internal channels (and external facing (such as website and social media), newsletters, and more to ensure visibility of SBC's work in the region and maintaining consistency across different platforms.</li> <li>Work with the regional focal point to translate SBC best practices into visually appealing and user-friendly format to effectively reach and engage the target audiences.</li> <li>Support SBC team in creating visually appealing and effective creative communication assets such as publications, project brochures, infographics, factsheets, human-interest stories, short videos, podcasts in character and others for multiple audiences.</li> <li>Support as need to reach programing, information sharing and communication goals.</li> <li>Provide regular updates on the creative assets performance and make necessary adjustments to improve its effectiveness.</li> <li>Assist in creating guidelines, templates, and training materials for the production of creative communication assets based on SBC focuses on South Asia.</li> <li>Collaborate with SBC team in the ideation, conceptualization, design, and improvement of communication deliverables tailored for various UNICEF and SBC internal and external platforms and audiences, ensuring maximum visibility, functionality, and impact.</li> </ol>
Training components and learning elements	<ul style="list-style-type: none"> <li>Introductory briefings about the organization and office-related context including security, emergency procedures, good cultural practice, and orientation to the local environment</li> <li>Structured guidance, mentoring and coaching by a supervisor including a clear workplan and performance appraisal</li> <li>Engagement in the coordination and participation of the regional SBC+ Capacity Development program and exposure to range of programmes within the country</li> </ul>
Participation in missions or training courses	<ul style="list-style-type: none"> <li>Participation in regional technical training aligned to the regional SBC work plan in areas such as Social Norms, SBC Digital Engagement, Demand Creation for Immunization, Faith Engagement and/or others related</li> <li>Participation in other national, regional and global SBC training and webinar</li> <li>Access to shared host entity corporate knowledge, training, and learning</li> </ul>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	A university degree (bachelor's or higher) in a social and behavioral science, including sociology, anthropology, communication studies/communication for development, psychology and/or related field is required.



Language Skills	Fluency in English (and other language(s) for the region/country if relevant) is required. Knowledge of another official UN language (Arabic, Chinese, French, Russian or Spanish) or a local language is an asset.
Computer literacy	Excellent with Microsoft Package and good IT skills Digital communication and social media platforms Content management platforms and web design tools is an asset
Internship-related experiences	<p>Efficient and effective technical, administrative and operational support provided to the development and implementation of SBC initiatives and products that support UNICEF's ability to promote SBC results. This in turn contributes to enhancing the ability of UNICEF to fulfill its mission to achieve sustainable, locally owned and concrete results in improving the survival, development, protection and wellbeing of children in the country.</p> <ul style="list-style-type: none"> <li>• As an active UNICEF team member, efficient, timely, responsive, and high-quality support rendered to UNICEF NCO and its beneficiaries in the accomplishment of her/his functions, including:</li> <li>• High-quality, engaging knowledge products/content is regularly submitted to the supervisor</li> <li>• Research and recommendations that increase engagement with target audiences are regularly developed and used to strengthen engagement.</li> <li>• Best practices are documented and provided to country offices in support of community management efforts.</li> <li>• Age, Gender, and Diversity (AGD) perspective is systematically applied, integrated and documented in all activities throughout the assignment</li> </ul>
Additional skills/requirements	<p>UNICEF Competency Framework. Values and competency Required:</p> <ol style="list-style-type: none"> <li>1. Core Values <ul style="list-style-type: none"> <li>• Care</li> <li>• Respect</li> <li>• Integrity</li> <li>• Trust</li> <li>• Accountability</li> <li>• Sustainability</li> </ul> </li> <li>2. Core Competencies (For Staff with Supervisory Responsibilities) <ul style="list-style-type: none"> <li>• Nurtures, Leads and Manages People (1)</li> <li>• Demonstrates Self Awareness and Ethical Awareness (2)</li> <li>• Works Collaboratively with others (2)</li> <li>• Builds and Maintains Partnerships (2)</li> <li>• Innovates and Embraces Change (2)</li> <li>• Thinks and Acts Strategically (2)</li> <li>• Drive to achieve impactful results (2)</li> <li>• Manages ambiguity and complexity (2)</li> </ul> </li> <li>3. Core Competencies (For Staff without Supervisory Responsibilities) <ul style="list-style-type: none"> <li>• Demonstrates Self Awareness and Ethical Awareness (1)</li> <li>• Works Collaboratively with others (1)</li> <li>• Builds and Maintains Partnerships (1)</li> <li>• Innovates and Embraces Change (1)</li> <li>• Thinks and Acts Strategically (1)</li> </ul> </li> </ol>





	<ul style="list-style-type: none"><li>• Drive to achieve impactful results (1)</li><li>• Manages ambiguity and complexity (1)</li></ul>
Additional comments	<p>UNICEF is here to serve the world's most disadvantaged children and our global workforce must reflect the diversity of those children. The UNICEF family is committed to include everyone, irrespective of their race/ethnicity, age, disability, gender identity, sexual orientation, religion, nationality, socio-economic background, or any other personal characteristic.</p> <p>UNICEF has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNICEF, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. UNICEF is committed to promote the protection and safeguarding of all children. All selected candidates will, therefore, undergo rigorous reference and background checks, and will be expected to adhere to these standards and principles. Background checks will include the verification of academic credential(s) and employment history.</p>



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<b>Reference No.:</b>	<b>UNICEF6</b>
<b>Department:</b>	<b>Talent Engagement and Partnerships, Division of Human Resources</b>
<b>Keyword:</b>	<b>Talent Programmes</b>
<b>Location:</b>	<b>Turkey, Istanbul</b>

**Section A: General Information**

Name of host organisation	United Nations Children's Fund
Organisation's website	<a href="https://www.unicef.org/">https://www.unicef.org/</a>
Internship Coordinator and/or Focal Point	Polina Iakubova
Supervisor	Julie Park
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Under the supervision of the HR Officer, the intern will:</p> <ul style="list-style-type: none"><li>• Support the management of the global Internship and UNV Communities, including the planning of networking and career development events;</li><li>• Support the development of communication materials for the recruitment, onboarding, and management of interns and UNVs;</li><li>• Support the maintenance of intranet and external websites for the Internship and UNV programmes;</li><li>• Support the maintenance of the internship and UNV databases for monitoring and reporting of the programmes;</li><li>• Support with any additional administrative tasks as needed</li></ul>
Training components and learning elements	Career Development Workshops; Agora Learning Platform with 30+ courses on UNICEF work, career development in the United Nations. Internship Community Networking events; participation in DHR's Talent Programmes initiatives; learning opportunity with Young UNICEF Community.



Participation in missions or training courses	All of the career development events will be fully open to participate. Moreover, the fellow will be working with the team that is the key organizer of career development and learning events for talent programmes and communities. The fellow will get the opportunity to create their own initiatives for talent programmes, facilitate the conversations with UNICEF's young talent communities and join the projects of the fellow's particular interest.
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## **Section C: Required Qualifications**

Academic background at least	Bachelor's student
Enrollment duration of the internship	No
Subjects	<ul style="list-style-type: none"><li>• Communication</li><li>• Partnerships</li><li>• Business Administration</li><li>• Human Resources</li></ul>
Language Skills	
Computer literacy	Knowledge of relevant computer systems (MS Office PowerPoint, SharePoint, Excel, Adobe) and applications; excellent knowledge of MS Office is required.
Internship-related experiences	<ul style="list-style-type: none"><li>• Previous experience as a volunteer and/or experience in a multicultural environment or setting, (e.g. studies, volunteer work, internship) would be highly regarded;</li><li>• Good interpersonal, networking and communication skills;</li><li>• Willingness to contribute and work as part of a team;</li><li>• Flexible and open to learning and new experiences;</li><li>• Respect for diversity and adaptability to other cultures, environments and living conditions.</li><li>• Be enrolled in an undergraduate/graduate university degree in communication, business administration or related field is required.</li><li>• Fluency in English is required.</li><li>• Knowledge of relevant computer systems and applications; excellent knowledge of MS Office is required.</li></ul>
Additional skills/requirements	N/A
Additional comments	<p>UNICEF's values are Care, Respect, Integrity, Trust, Accountability, and Sustainability (CRITAS). UNICEF is committed to diversity and inclusion within its workforce, and encourages all candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons living with disabilities, to apply to become a part of the organization. UNICEF offers reasonable accommodation for personnel with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the recruitment process and afterwards in your assignment.</p> <p>UNICEF has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations</p>



	and UNICEF, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. UNICEF also adheres to strict child safeguarding principles. All selected candidates will be expected to adhere to these standards and principles and will therefore undergo rigorous reference and background checks. Background checks will include the verification of academic credential(s) and employment history. Selected candidates may be required to provide additional information to conduct a background check.
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**Carlo Schmid Programme**  
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<b>Reference No.:</b>	<b>UNICEF7</b>
<b>Department:</b>	<b>Public Partnerships Division, International Financial Institutions Team</b>
<b>Keyword:</b>	<b>International Financial Institutions, Regional Development Banks</b>
<b>Location:</b>	<b>United States, Washington, D.C.</b>

**Section A: General Information**

Name of host organisation	United Nations Children's Fund
Organisation's website	<a href="http://unicef.org/">http://unicef.org/</a>
Internship Coordinator and/or Focal Point	Jelena Skopelja-De Notaris
Supervisor	Petra Orogvanyiova
Second Supervisor	Tanya Belcheva

**Section B: Placement Offer**

Dates and duration of the internship	15.09.2024 - 14.03.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Public Partnerships Division is responsible for developing and strengthening public partnerships to support UNICEF's work to protect the rights of every child.</p> <p>The partnerships with International Financial Institutions (IFIs) are among UNICEF's most important and multi-faceted external partnerships.</p> <p>The incumbent will have the opportunity to work closely with the IFI team staff supporting UNICEF in managing partnerships and resource mobilization with the IFIs, including the World Bank Group, the International Monetary Fund, Regional Development Banks such as the Inter-American Development Bank, Islamic Development Bank, African Development Bank, Asian Development Bank, European Investment Bank, and European Bank for Reconstruction and Development.</p> <p><b>MAIN RESPONSIBILITIES AND TASKS:</b></p> <ul style="list-style-type: none"><li>• Assist in the preparation of briefing notes, reports, and other documentation required by UNICEF leadership for meetings with IFI partners, or internal meetings with focus on IFIs (e.g.</li></ul>



	<p>RMT).</p> <ul style="list-style-type: none"><li>• Support in the review of legal agreements with IFIs.</li><li>• Draft and update guidance and fact sheets on engagement with IFI partners.</li><li>• Perform ad hoc research, compile data, information, and news on subject matter relevant to the work of the team.</li><li>• Attend and report on events or briefings associated with IFIs</li><li>• Support other functions of the IFI team as needed.</li></ul>
Training components and learning elements	<p>The fellow will be involved in several training opportunities. The IFIs Team frequently organizes capacity building sessions for UNICEF regional and country offices, to equip colleagues with tools and resources on working with IFIs. This will be an opportunity for the fellow to engage with UNICEF colleagues across the organization, to learn how partnerships are formed across all levels - globally, regionally, and in country offices - including the skills and resources that are needed to materialize these partnerships.</p>
Participation in missions or training courses	<p>While we don't foresee any missions to field offices due to budget restrictions, we have numerous training opportunities throughout the year. This includes information sessions coordinated by the IFIs team with country and regional offices, SkillShare learning webinars, and high-level engagements between UNICEF, WB and RDB senior leadership.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's student
Enrollment duration of the internship	No
Subjects	A graduate degree with a major in international development, economics, or related field.
Language Skills	Spanish and French are useful but not mandatory
Computer literacy	Microsoft Office (Excel, PowerPoint, Word)
Internship-related experiences	We understand it is not always easy for students or recent graduates to have experience under their belt, but if the incumbent has a familiarity of the World Bank, IMF or Regional Development Banks, that is a strong advantage.
Additional skills/requirements	<ul style="list-style-type: none"><li>• Strong analytical skills to synthesize and communicate concepts clearly.</li><li>• Ability to conduct research and draft reports.</li><li>• Capacity to work independently on multiple assignments simultaneously and adapt to changing demands and circumstances.</li><li>• Strong oral and written communication skills.</li><li>• Must uphold and demonstrate the UNICEF core values of Commitment, Diversity, and Integrity.</li></ul>
Additional comments	



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**Carlo Schmid Programme**  
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Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** UNICEF8

**Department:** Social Policy and Social Protection  
**Keyword:** Social protection; gender equality

**Location:** United States, New York City

**Section A: General Information**

Name of host organisation	United Nations Children's Fund
Organisation's website	<a href="https://www.unicef.org/">https://www.unicef.org/</a>
Internship Coordinator and/or Focal Point	Clara Ceravolo and Lauren Whitehead
Supervisor	Lauren Whitehead
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.10.2024 - 31.03.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The fellow will support the UNICEF Social Protection and Gender Lead across a dynamic and ever-growing portfolio that articulates through five main objectives:</p> <ol style="list-style-type: none"><li>1. increase access to inclusive social protection systems,</li><li>2. enhance participatory approaches for women and girls,</li><li>3. strengthen economic empowerment for women and girls,</li><li>4. ending violence against women and girls , and</li><li>5. provide technical assistance to country offices.</li></ol> <p>In their role as Fellow, support on this portfolio will be performed through the following tasks:</p> <ul style="list-style-type: none"><li>• Help organize and maintain documentation, trackers, materials, and resources on gender-responsive social protection</li><li>• Assist in planning and coordination by scheduling meetings, preparing agendas, and taking meeting minutes.</li><li>• Assist in drafting documents on research findings and portfolio-related updates.</li><li>• Analyze research findings and compile data into presentations, as relevant to the portfolio.</li></ul>





	<ul style="list-style-type: none"><li>• Monitor project timelines and assist in tracking progress.</li><li>• Collaborate with colleagues on cross-functional projects or initiatives as assigned.</li><li>• Support the organization of a high-level event for the Commission on the Status of Women in March 2024 in New York City</li><li>• More tasks, as indicated by the Social Protection and Gender Leas, may be performed.</li></ul>
Training components and learning elements	<p>The internship we offer is designed to provide comprehensive training and learning experiences for interns supporting the Social Protection and Gender Lead. This program encompasses several key training components and learning elements to ensure interns gain valuable skills and insights during their time with us. Interns begin their journey with us by undergoing an orientation and onboarding process. We acquaint interns with our organization's core mission, values, and organizational culture. This foundation helps them understand our overarching goals and the principles that guide our work in the fields of social protection and gender equality. Interns are provided with a comprehensive overview of the various projects and initiatives our organization and team are actively engaged in. This introduction ensures they grasp the broader context of our work and the specific areas where they will be contributing. Interns get acquainted with our team members and key stakeholders. Building these professional relationships is critical, as collaboration and effective communication are central to our mission. We believe in providing a supportive environment for our interns, and mentorship and supervision are integral to this process. Effective communication is a cornerstone of our organization, and we invest in enhancing interns' communication abilities. We provide structured training in both written and oral communication. This includes refining skills in drafting professional emails, reports, and presentations, ensuring interns can communicate effectively within our organizational context. Interns have opportunities to practice presenting their project updates to diverse audiences. This practical experience hones their presentation skills and boosts their confidence in delivering impactful messages.</p>
Participation in missions or training courses	<p>The fellow will be required to complete an Ethics and Guidelines, and a Sexual Harassment Prevention and Reporting course as part of their onboarding. Beyond these courses, the fellow will be exposed to a set of technical social protection and gender webinars that will enhance their expertise in the topic.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	Not relevant
Subjects	The study subjects suitable for our internship offer are: social sciences, gender studies, politics, sociology, public policy, public administration, international relations, international development, and similar studies.



Language Skills	English is the only language required for our internship offer.
Computer literacy	The fellow is required to have fundamental computer literacy skills that encompass familiarity with Office 365, word processing, spread sheets, email communication, presentation software, file management and collaboration tools.
Internship-related experiences	<p>One of the primary qualities we look for in a fellow is a genuine passion for empowering women and girls. Academic or volunteering experiences in supporting women and girls in accessing essential services or participating in policy-making spaces are highly valuable. These experiences demonstrate a commitment to the cause and an understanding of the challenges and opportunities in the field.</p> <p>Our organization operates on a global scale, collaborating with international bodies and agencies to effect change. Therefore, it's essential for our fellow to have a foundational understanding of how international organizations function.</p> <p>While prior experiences and knowledge are undoubtedly valuable, we place a high premium on an intern's willingness and enthusiasm to learn and adapt. Our field is dynamic, and the challenges we address are constantly evolving. A fellow's openness to learning ensures they remain agile and responsive to new developments.</p>
Additional skills/requirements	
Additional comments	



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<b>Reference No.:</b>	<b>UNICEF9</b>
<b>Department:</b>	<b>Strategy, Planning and Accountability section</b>
<b>Keyword:</b>	<b>Education in crisis, humanitarian, strategy, planning</b>
<b>Location:</b>	<b>United States, New York City</b>

**Section A: General Information**

Name of host organisation	United Nations Children's Fund
Organisation's website	<a href="https://www.educationcannotwait.org/">https://www.educationcannotwait.org/</a>
Internship Coordinator and/or Focal Point	Harry Koutsolioutsos
Supervisor	Raakhi Williams
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The fellow will work with ECW's Strategy, Planning and Accountability (SPA) section to deliver on key areas of ECW's Strategic Plan, including in areas such as climate change, localization and the Acceleration Facility (a type of funding window). This will include working with SPA staff, consultants, and other interns on:</p> <ul style="list-style-type: none"><li>• literature reviews, including identifying, reading, digesting and presenting required information from existing research to team members</li><li>• data collection and analysis, including gathering and analyzing data related to areas of ECW's work</li><li>• preparation of briefing papers and reports, including drafting internal or external reports on a number of different areas related to ECW's Strategic Plan</li><li>• supporting the Planning Specialist in collecting, analyzing and reporting on the delivery of ECW's annual work plan</li><li>• planning of events, including supporting the team with workshops, meetings or preparation for attending external</li></ul>



	<p>events</p> <ul style="list-style-type: none"><li>• general support to the team, including taking meeting minutes, maintaining information management systems, preparing tools and templates and other relevant tasks as determined by the Chief of the SPA section.</li></ul>
Training components and learning elements	Fellows will have the opportunity to learn about the education in emergencies and protracted crises (EiEPC) sector through the work but will also have access to UNICEF's online learning portal AGORA ( <a href="https://agora.unicef.org/">https://agora.unicef.org/</a> ) offering access to a number of different learning opportunities.
Participation in missions or training courses	The fellow may have the opportunity to participate in missions to our other ECW office in Geneva or events related to the areas being covered, e.g. climate change. This will depend on the timing and budget available for participation in such events. Due to the high risk nature of the countries where ECW programming is being delivered, interns are not permitted to travel to programme countries.

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Any academic subject is acceptable. Skills required will include analysis of often complex information and data, drafting documents, providing support with event planning and general administrative support, such as taking notes in meetings.
Language Skills	No other languages required. French would be desirable but not required.
Computer literacy	Excellent working knowledge of the Microsoft suite (Outlook, Word, Excel, PowerPoint all extensively used by ECW / the SPA section).
Internship-related experiences	Some familiarity with humanitarian work on previous experience with UN organizations would be a plus.
Additional skills/requirements	<ul style="list-style-type: none"><li>• Good communications skills (verbal and written) in English - the work will require communication within ECW as well as with external stakeholders such as donors or grantees.</li><li>• Good organization skills - the fellow should be able to plan their time effectively, prioritize tasks in consultation with supervisor and deliver to tight deadlines.</li><li>• Good teamwork skills - the work of the SPA team includes a lot of working in small teams, both within the team and across the wider ECW organization.</li></ul>
Additional comments	The fellow will have an opportunity to meet colleagues across ECW and where possible obtain experience in other area's of ECW's work.



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<b>Reference No.:</b>	<b>UNIDIR</b>
<b>Department:</b>	<b>Managing Exits from Armed Conflict (MEAC)</b>
<b>Keyword:</b>	<b>Policy research, peace and security, disarmament, demobilization, and reintegration</b>
<b>Location:</b>	<b>Switzerland, Geneva</b>

**Section A: General Information**

Name of host organisation	United Nations Institute for Disarmament Research
Organisation's website	<a href="https://unidir.org/programmes/meac">https://unidir.org/programmes/meac</a>
Internship Coordinator and/or Focal Point	Kato Van Broeckhoven
Supervisor	Siobhan O'Neil
Second Supervisor	Kato Van Broeckhoven

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The fellowship will be part of the Managing Exits from Armed Conflict (MEAC) project, a collaborative all-of-UN research initiative to better understand how to prevent armed group recruitment and support the reintegration of individuals transitioning to civilian life after conflict involvement. Under the general supervision of the Project Lead and the Senior Researcher, the fellow will:</p> <ul style="list-style-type: none"><li>• Provide research support by analyzing data from MEAC research in Colombia, Iraq, and the Lake Chad Basin region (Cameroon, Chad, Niger, Nigeria); conducting background research and literature reviews; and writing and co-publishing thematic findings reports across a wide range of topics (e.g., conflict prevention, reintegration of former armed group associates, climate security).</li><li>• Support the development of user-friendly research tools such as survey templates or enumerator training packages.</li><li>• Support the organization of briefings and outreach at the UN, meetings with research teams, as well as project donors and</li></ul>



	<p>implementing partners.</p> <ul style="list-style-type: none"><li>• Being a full member of the team, the fellow will actively be participating and contributing to MEAC and UNIDIR staff meetings.</li></ul>
Training components and learning elements	<p>As a fellow with the MEAC Team at UNIDIR, the fellow will be exposed to the day-to-day operations at the UN as it relates to policy priorities in the areas of conflict prevention, disarmament, reintegration and peacebuilding. They will gain a better understanding of emerging issues in diverse fields (e.g., disarmament, children and armed conflict; women, peace, and security; counter terrorism). The fellow will hone research, writing, and presenting skills, and gain experience in translating rigorous research to digestible outputs for UN practitioners and policy makers, and. They will learn how to plan and implement events and activities to promote the uptake of findings, and engage in meetings with diverse audiences, including member states, stakeholders in the UN system, and academia.</p>
Participation in missions or training courses	<p>Participate in meetings with partners and stakeholders including representatives of the United Nations and Government. Undertake mandatory ethical and safety courses through the UN online training system.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	International Relations, Political Science, Security/Defence/War Studies, Social Science, Data Analytics or Data Science, Economics, or related disciplines.
Language Skills	Very good command of written and spoken English is required. Other languages, in particular French, Spanish, or Arabic, would be a plus.
Computer literacy	Computer literacy (MS Office Suite) is essential. Knowledge of research tools, survey and/or statistical software, or data visualization software is a plus.
Internship-related experiences	Prior work experience in research, policy analysis, professional writing, data analysis, event management and organization, editing and proofreading will be considered when reviewing applicants.
Additional skills/requirements	Good communication and writing skills; analytical and creative thinking; ability to work in a dynamic international environment; ability to work constructively in multi-cultural teams as well as alone; good interpersonal and organizational skills.
Additional comments	



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<b>Reference No.:</b>	<b>UNIDO1</b>
<b>Department:</b>	<b>Division of Fair Production, Sustainability Standards and Trade (IET/PST), Directorate of SDG Innovation and Economic Transformation (IET)</b>
<b>Keyword:</b>	<b>Sustainable supply chains; fair production; skills development</b>
<b>Location:</b>	<b>Austria, Vienna</b>

**Section A: General Information**

Name of host organisation	United Nations Industrial Development Organization
Organisation's website	<a href="https://www.unido.org/">https://www.unido.org/</a>
Internship Coordinator and/or Focal Point	Valeriia Kiparisova
Supervisor	
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<b>ORGANIZATIONAL CONTEXT</b> The United Nations Industrial Development Organization (UNIDO) is the specialized agency of the United Nations that promotes industrial development for poverty reduction, inclusive globalization and environmental sustainability. The mission of UNIDO, as described in the Lima Declaration adopted at the fifteenth session of the UNIDO General Conference in 2013 as well as the Abu Dhabi Declaration adopted at the eighteenth session of UNIDO General Conference in 2019, is to promote and accelerate inclusive and sustainable industrial development (ISID) in Member States. The relevance of ISID as an integrated approach to all three pillars of sustainable development is recognized by the 2030 Agenda for Sustainable Development and the related Sustainable Development Goals (SDGs), which will frame United Nations and country efforts towards sustainable development. UNIDO's mandate is fully recognized in SDG-9, which calls to "Build resilient infrastructure, promote inclusive and sustainable industrialization





	<p>and foster innovation". The relevance of ISID, however, applies in greater or lesser extent to all SDGs. Accordingly, the Organization's programmatic focus is structured in four strategic priorities: Creating shared prosperity; Advancing economic competitiveness; Safeguarding the environment; and Strengthening knowledge and institutions. Each of these programmatic fields of activity contains a number of individual programmes, which are implemented in a holistic manner to achieve effective outcomes and impacts through UNIDO's four enabling functions:</p> <ol style="list-style-type: none"><li>1. technical cooperation;</li><li>2. analytical and research functions and policy advisory services;</li><li>3. normative functions and standards and quality-related activities; and</li><li>4. convening and partnerships for knowledge transfer, networking and industrial cooperation. Such core functions are carried out in Departments/Offices in its Headquarters, Regional Offices and Hubs and Country Offices.</li></ol> <p>The Directorate of SDG Innovation and Economic Transformation (IET), headed by a Managing Director, is responsible for the development of innovative UNIDO services in the areas of agro-industry and agribusiness, sustainability standards and fair production, and climate-relevant or climate-improving technologies. It is also, in collaboration with ODG, responsible for developing innovative technical cooperation concepts, identifying new sources and means of finance and entering into new partnerships with a broad range of relevant stakeholders.</p> <p>The Division of Fair Production, Sustainability Standards and Trade (IET/PST) develops and implements an innovative service package in response to UNIDO's mandate for fair and responsible local industrial production and trade with a particular focus on building the required skills and capacities and foster a conducive business operating environment to ensure that such production and trade are as inclusive as possible, promoting – among others – the development of human capital through vocational training and industrial skills development.</p> <p>The Sustainability Standards and Responsible Business Unit (IET/PST/SSB) fosters the uptake of sustainability standards in Member States across local, regional and global value supply chains. The Skills Development and Fair Production Unit (IET/PST/SFP) supports Member States in integrating into the emerging global systems of fair and sustainable trade.</p> <p><b>GENERIC DUTIES AND RESPONSIBILITIES</b></p> <p>The Intern shall be engaged as follows:</p> <ol style="list-style-type: none"><li>a. Exposed to the regular core functions of the Division and as such shall have the opportunity to observe the day-to-day operations and engage in on-the-job training in specific actions delegated by the Supervisor.</li></ol> <p>Engaged in specific assignments described below:</p> <ul style="list-style-type: none"><li>• Project implementation and reporting: Collect data and information necessary for the preparation of project reports and support their drafting.</li><li>• Communication and advocacy: Support the preparation of communication materials and content for social media, including videos.</li></ul>
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	<ul style="list-style-type: none"><li>• Perform any other task assigned by the Supervisor and related to accomplishing the projects' objectives.</li><li>• Support the Supervisor and Unit team members in the development of new technical cooperation projects/programmes and initiatives.</li></ul> <p>Engaged in specific assignments as per the ongoing UNIDO technical cooperation projects/programmes.</p> <p>Engaged in specific assignments described below:</p> <ul style="list-style-type: none"><li>• Project development/formulation: Collect data and information and support the drafting of project concept notes.</li></ul> <p>-Research activities: Perform research on trends relevant to the Unit's mandate, such as industrial development, sustainable supply chains, youth employment and Technical and Vocational Education and Training at regional and national level.</p> <p>b. Prepare an end-of-internship report; to be submitted to and cleared by UNIDO Internship Coordination.</p> <p>c. Other Special emerging Projects that may enhance the learning experience of the Intern.</p>
Training components and learning elements	<p><b>LEARNING ELEMENTS</b></p> <p>Become acquainted with the most up-to-date technical, economic and industrial developments in the relevant field of specialization of the Unit. Furthermore, the Intern is expected to deepen their knowledge in the fields of new product/services and process design.</p> <p>Gain experience in project design/management.</p> <p>On the job training: participation in every phase of the working process.</p> <p>Gain experience in working effectively in a diverse and multi-cultural environment.</p> <p>Participation in the full cycle of technical cooperation project/programme development and implementation, involvement in organization of global forum events, attending meetings with counterparts and internal coordination meetings, support for research and development activities, learning initiatives, etc.</p>
Participation in missions or training courses	Participation in organization of missions, various activities for project implementation, including organization of training and capacity building activities, etc.

## **Section C: Required Qualifications**

Academic background at least	Bachelor's student
Enrollment duration of the internship	No
Subjects	Economics, political science, international relations, business administration, engineering, project management, communications, sustainable development and related fields.
Language Skills	Fluency in written and spoken English is required. Knowledge of another official United Nations language (Arabic, Chinese, French, Russian and Spanish) is an asset.
Computer literacy	Good communication skills and be computer literate (Microsoft Office).
Internship-related experiences	It would be desirable if the intern would come with knowledge on sustainable supply chains, sustainable/ESG finance, impact



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	investing or similar.
Additional skills/requirements	Previous exposure to technical cooperation in developing countries would be considered an asset.
Additional comments	



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**Reference No.:** UNIDO2

**Department:** Office of Strategy and South-South Cooperation  
**Keyword:** Industrial Policy

**Location:** Austria, Vienna

**Section A: General Information**

Name of host organisation	United Nations Industrial Development Organization
Organisation's website	<a href="http://www.unido.org">www.unido.org</a>
Internship Coordinator and/or Focal Point	KIPARISOVA, Valeriia
Supervisor	Frank Hartwich
Second Supervisor	Pradeep Paulose

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Intern shall work under the direct supervision of an Officer designated by the Director of the OSC. The Intern shall be engaged in the following work tasks:</p> <ol style="list-style-type: none"><li>1. Exposed to the regular core functions of the Office and as such shall have the opportunity to observe the day-to-day operations and engage in on-the-job training in specific actions delegated by the Supervisor.</li><li>2. Engaged in a specific self-contained assignment described below:<ul style="list-style-type: none"><li>• Conduct analysis and oversight of industrial development issues, trends and dynamics</li><li>• worldwide;</li><li>• Assist the team in monitoring and reporting on the Organization's South-South and Triangular</li><li>• Cooperation engagement and activities including preparation of visibility materials;</li><li>• Research, analyze, and draft reports and briefing notes, and perform other tasks under the</li></ul></li></ol>



	<p>mandate of the division as assigned by the supervisor.</p> <p>3. Provide assistance to other emerging special projects that may enhance the learning experience of the Intern.</p> <p>The Intern will be required to prepare an end-of-internship report, which will be submitted to and cleared by UNIDO Internship Coordination.</p>
Training components and learning elements	<p>Become acquainted with recent economic and industrial developments worldwide and in developing countries.</p> <p>Gain experience in reporting on industrial development dynamics and trends</p> <p>On the job training: participation in every phase of the working process.</p> <p>Gain experience in working effectively in a diverse and multi-cultural environment.</p> <p>Contribute to the organization of conferences and participate in the same.</p>
Participation in missions or training courses	<p>Courses on UN security in the field,</p> <p>Courses on UNIDO project management</p>

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Economics, Statistical Analysis, International Development
Language Skills	Excellent in written and oral English is indispensable. Knowledge on additional UN language is an asset.
Computer literacy	Statistical analysis of large international development datasets, e.g. UNIDO Stats, UN Comtrade, WDI . Programming skills in R or equivalent.
Internship-related experiences	<p><b>WE FOCUS ON PEOPLE:</b> cooperate to fully reach our potential –and this is true for our colleagues as well as our clients. Emotional intelligence and receptiveness are vital parts of our UNIDO identity.</p> <p><b>WE FOCUS ON RESULTS AND RESPONSIBILITIES:</b> focus on planning, organizing and managing our work effectively and efficiently. We are responsible and accountable for achieving our results and meeting our performance standards. This accountability does not end with our colleagues and supervisors, but we also owe it to those we serve and who have trusted us to contribute to a better, safer and healthier world.</p> <p><b>WE COMMUNICATE AND EARN TRUST:</b> communicate effectively with one another and build an environment of trust where we can all excel in our work.</p> <p><b>WE THINK OUTSIDE THE BOX AND INNOVATE:</b> to stay relevant, we continuously improve, support innovation, share our knowledge and skills, and learn from one another.</p>



Additional skills/requirements	<p>WE LIVE AND ACT WITH INTEGRITY: work honestly, openly and impartially.</p> <p>WE SHOW PROFESSIONALISM: work hard and competently in a committed and responsible manner.</p> <p>WE RESPECT DIVERSITY: work together effectively, respectfully and inclusively, regardless of our differences in culture and perspective.</p>
Additional comments	



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<b>Reference No.:</b>	<b>UNOCHA1</b>
<b>Department:</b>	<b>Response Support Branch</b>
<b>Keyword:</b>	<b>Public-private partnership in humanitarian and disaster response</b>
<b>Location:</b>	<b>Switzerland, Geneva</b>

**Section A: General Information**

Name of host organisation	United Nations Office for the Coordination of Humanitarian Affairs
Organisation's website	<a href="http://www.unocha.org">www.unocha.org</a>
Internship Coordinator and/or Focal Point	Emily Herzog
Supervisor	Kareem Elbayar
Second Supervisor	Dawn Blalock

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<ul style="list-style-type: none"><li>• Support the organization of Connecting Business Initiative (CBI) events, including regional workshops, annual meetings, team retreats and webinars, aimed at building a community of practice and build engaging relationships and partnerships with key stakeholders. Work could include working on developing events concept notes, coordinating events logistics and administrative processes, developing outreach strategy, drafting key messages; producing any relevant communication product, coordinating activities with CBI Member Networks, the Secretariat, and partners, and; performing other tasks requested by supervisor, as appropriate.</li><li>• Support with internal and external reporting requirements and providing content such as talking points or briefing packets; researching and drafting content; maintaining awareness of current humanitarian affairs and related issues; performing other tasks requested by supervisor, as appropriate.</li><li>• Support the maintenance of a client relationship management database, such as Salesforce, with the support of information</li></ul>





	<p>management and donor relations colleagues.</p> <ul style="list-style-type: none"><li>• Support the planning of OCHA briefings for private sector partners, including in the wake of a rapid onset or high-profile crises and the launch of the Global Humanitarian Overview.</li><li>• Conduct research on existing private sector networks/platforms to identify additional opportunities.</li><li>• Collaborate and liaise with other OCHA teams (eg. Strategic Communications, Donor Relations, etc.) on joint priorities such as expanding employee matching schemes, advocacy efforts overlap and ensuring fundraising links to OCHA advocacy campaigns.</li><li>• Lead on a discrete project for the duration of the internship, to be defined at a later date. Examples of such projects include: making financial reporting of private sector contributions to humanitarian response more user friendly or supporting a CBI Member Network to address a particular issue.</li></ul>
Training components and learning elements	<ul style="list-style-type: none"><li>• On the job training and mentoring from the small Geneva-based team.</li><li>• Access to UN language courses and other UN Learning System platforms.</li><li>• Access to all UN mandatory online training programmes (covering human rights, gender, security in the field, prevention of sexual abuse, etc.)</li></ul>
Participation in missions or training courses	<ul style="list-style-type: none"><li>• Participation in at least one regional workshop for the OCHA/UNDP Connecting Business Initiative.</li></ul>

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	International Relations, Diplomacy, Law, Business, Management, humanitarian studies
Language Skills	French and Spanish are useful but not required.
Computer literacy	Use of excel spreadsheets; MailChimp mailing services; familiarity with a client relationship management database such as Salesforce.
Internship-related experiences	Experience in private sector and/or international organizations a plus. Experience working overseas, potentially in disaster or crisis response.
Additional skills/requirements	This is an opportunity to work with a small but dynamic and growing team with expanding regional networks for a candidate interested in the nexus of humanitarian response and private sector partnerships.
Additional comments	



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<b>Reference No.:</b>	<b>UNOCHA2</b>
<b>Department:</b>	<b>Evaluation and Oversight Section</b>
<b>Keyword:</b>	<b>Collective humanitarian action; coordination; evaluation</b>
<b>Location:</b>	<b>United States, New York City</b>

**Section A: General Information**

Name of host organisation	United Nations Office for the Coordination of Humanitarian Affairs
Organisation's website	<a href="http://www.unocha.org">www.unocha.org</a>
Internship Coordinator and/or Focal Point	Nicole Henze
Supervisor	Nicole Henze
Second Supervisor	Ali Buzurukov

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The internship position is in the Evaluation and Oversight Section of the UN Office for the Coordination of Humanitarian Affairs (OCHA). OCHA contributes to principled and effective humanitarian response. Its core functions are coordination, advocacy, policy, information management and humanitarian financing.</p> <p>The Evaluation and Oversight Section (EOS) is responsible for:</p> <ul style="list-style-type: none"><li>• OCHA evaluations</li><li>• Inter-Agency Humanitarian Evaluations (IAHEs)</li><li>• Engagement with UN oversight bodies</li><li>• Donor reviews</li></ul> <p>The Chief of Evaluation and Oversight also chairs the Inter-Agency Humanitarian Evaluations Steering Group, an IASC Associated Body responsible for promoting system-wide accountability and learning for collective humanitarian action.</p> <p>The intern will be working in the evaluation team and will, under the guidance of the supervisor and within the limits of delegated authority, support the management of all evaluative work.</p>



	<p>During the proposed period, the evaluation team is expected to manage several IAHEs of collective humanitarian responses (for example in Türkiye/Syria, Somalia, Haiti, DRC or Sudan); there will be at least one IAHE Steering Group meeting, lessons learned exercises and at least one OCHA self-evaluation.</p> <p>The Inter-Agency Humanitarian Evaluations are the only system-wide evaluation of the collective humanitarian response to a large-scale humanitarian crisis or to the work on system-wide commitments (like gender), they are managed jointly by various members of the Inter-Agency Standing Committee.</p> <p>Self-evaluations will evaluate the results of OCHA's work. This can be a program, a department, an initiative or a theme important to OCHA's leadership.</p> <p>Audits and donor reviews verify that OCHA's work is compliant with stipulated rules and regulations or requirements.</p> <p>Specifically, the intern will</p> <ol style="list-style-type: none"><li>1. Work closely with and support the evaluation managers on all aspects of ongoing evaluations. This will include background research, development of concept notes and Terms of Reference, procurement of evaluation services, organizing field missions, engage with the evaluation management group, quality assurances of evaluation deliverables (reports, presentations).</li><li>2. Prepare or contribute to the preparation of various documents, like draft sections of studies, background papers, policy guidelines, briefings, correspondence, talking points, presentations, etc.</li><li>3. Support the work of the Inter-Agency Humanitarian Evaluations Steering Group including preparation of meetings, budget management and taking minutes or notes for these or similar meetings.</li><li>4. Support activities related to public and internal communications, taking into account utility of evaluations for different audiences (affected populations, UN agencies, partners, etc.) and accessibility (language, disability, connectivity issues, etc.).</li><li>5. Support the development of content for OCHA and IASC corporate platforms and other suitable platforms to communicate key messages from evaluations.</li><li>6. Attend the meetings of the Inter-Agency Humanitarian Evaluation Steering Group, UNEG webinars and workshops and possible the UNEG Annual General Meeting 2025</li><li>7. Research, analyse and presents information gathered from diverse sources on assigned topics/issues and develops and maintains reference/resource information on specific topics or policy-related issues; responds to various inquiries and information requests internally and externally.</li><li>8. Perform other duties as required, including supporting other relevant workstreams of the team.</li></ol>
Training components and learning elements	<p>The intern will learn about the project management of evaluations as well as evaluations more generally. Within that, the intern will gain significant insight into the role evaluations play within an organization, the quality assurance of evaluation processes, evaluation methodologies and common methods of data collection and analysis.</p> <p>Moreover, the intern will learn about programmatic aspects of life-</p>



	<p>saving humanitarian assistance, will gain an overview of humanitarian crises around the world and the humanitarian system in place to support people affected by crisis. EOS sits at the Centre of the organization in New York and interacts across all departments, allowing exposure of the intern to a range of different workstreams.</p> <p>The intern will have access to the UN training system as well as webinars and practice networks that exists across the UN evaluation community.</p>
Participation in missions or training courses	<p>OCHA and the UN Secretariat as well as UNEG offer a wide range of training courses and workshops, both on substantive matters (e.g., cash programming, humanitarian evaluation) and skills (e.g., software applications, negotiation skills), in which the intern can participate depending on work requirements. UN Secretariat rules do not allow for interns to participate in official travel.</p>

### **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	International development, evaluation, monitoring & evaluation, humanitarianism, aid & conflict, peace & conflict, humanitarian studies, Internationale Not- und Katastrophenhilfe, Political Science, public policy, social research studies, international law, or similar
Language Skills	Knowledge of another UN language is an advantage but not a requirement.
Computer literacy	Good knowledge of MS Office applications (Word, Excel and PowerPoint) Experience in graphic design, website design, online databases, data management, business intelligence applications (Tableau, Power BI) and data visualization is an advantage.
Internship-related experiences	Experience in project management with good organizational skills. Good communication skills. Basic research skills, like data gathering and analysis. A keen interest in humanitarian contexts.
Additional skills/requirements	
Additional comments	This team has successfully hosted Carlo Schmidt interns in the past.



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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** UNOG1

**Department:** Office of the Director, Division of Administration  
**Keyword:** Administration, management, innovation, change

**Location:** Switzerland, Geneva

**Section A: General Information**

Name of host organisation	United Nations Office at Geneva
Organisation's website	<a href="https://www.ungeneva.org/en">https://www.ungeneva.org/en</a>
Internship Coordinator and/or Focal Point	Virginie Ferre
Supervisor	Viviane Brunne
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The intern will work in a front-office environment and support the ongoing work of the Office of the Director, Division of Administration.</p> <p>Duties include:</p> <ul style="list-style-type: none"><li>• Research and analysis and monitoring and evaluation in support of innovation in administrative service provision and management</li><li>• As part of UNOG's change management initiative, help implement a new culture focused on the user experience</li><li>• Implementation of projects, such as to improve the provision of expanded meeting modalities (such as hybrid and virtual meetings) at the UN in Geneva</li><li>• Assist in the organization and servicing of workshops and support to meetings, ensuring record-keeping and follow-up</li><li>• Assist in planning and implementing client engagement activities</li><li>• Provide substantive support for policy coordination, contributing to the development of globally coordinated strategies and</li></ul>



	<p>initiatives, in close collaboration with New York headquarters</p> <ul style="list-style-type: none"> <li>• Support communication and outreach</li> <li>• Coordinate internal processes within the Division of Administration, e.g. with Finance, HR, ICTS, Central Support Services, Security and the Strategic Heritage Plan (a large renovation project)</li> <li>• Support to other activities and projects, as need arises</li> </ul>
Training components and learning elements	<ul style="list-style-type: none"> <li>• An in-depth understanding of work processes in administration and management at the UN Secretariat, including affiliated organizations such as UNCTAD, UNECE and others</li> <li>• Understand the policy framework and related challenges under which the United Nations has to deliver its mandates and programmes</li> <li>• Experienced first-hand initiatives to innovate and improve administrative and management processes</li> <li>• Hone skills in programme management, research and analysis, monitoring and evaluation</li> <li>• Establish a wide network within UNOG and other Geneva-based entities as well as partners at UN headquarters in New York and in other duty stations</li> </ul>
Participation in missions or training courses	<p>Access to training activities offered by the Centre for Learning and Multilingualism (part of the Division of Administration) may be made possible, depending if enough places are available: <a href="https://learning.unog.ch/">https://learning.unog.ch/</a></p>

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Administration, management, innovation, international relations, diplomacy, political science, social science, economics or other related field
Language Skills	Fluency in English is required. Knowledge of French is desirable. Knowledge of another UN official language is an advantage.
Computer literacy	Be computer literate in standard software applications including MS Suite (Word, Excel, Power Point). Data visualization or layout/design programmes would be of interest.
Internship-related experiences	No working experience is required. Prior exposure to working in an international environment, especially within the UN, could be an advantage. Interest and basic knowledge of the UN System would be an asset. Exposure to programme management, business analysis, research and analysis, monitoring and evaluation or communication and outreach could be useful.
Additional skills/requirements	We would be looking for someone who is well-organized, can work independently and is self-driven, pro-actively making suggestions about improvements.
Additional comments	The intern will be closely integrated into the team. The supervisor is the President of the Association of German Staff working in International Organizations ( <a href="http://www.vdbio.org">www.vdbio.org</a> ) and can offer access to the network of German UN staff in Geneva and



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	globally and help with advice on getting started.
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<b>Reference No.:</b>	<b>UNOG2</b>
<b>Department:</b>	<b>Political Affairs and Partnerships Section, Office of the Director-General</b>
<b>Keyword:</b>	<b>International relations</b>
<b>Location:</b>	<b>Switzerland, Geneva</b>

**Section A: General Information**

Name of host organisation	United Nations Office at Geneva
Organisation's website	<a href="https://www.ungeneva.org/en">https://www.ungeneva.org/en</a>
Internship Coordinator and/or Focal Point	Ms. Daria Brankin
Supervisor	Ms. Lidiya Grigoreva
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Under the overall supervision of the Chief of Section and under the daily guidance of the Programme Management Officer, the incumbent will be asked to:</p> <ul style="list-style-type: none"><li>• Assist in the research and preparation of political background material for the Director-General of UNOG's meetings with high-level dignitaries and senior UN officials;</li><li>• Assist in the research for and drafting of speeches and talking points for the public engagements of the UNOG Director-General as well as the drafting of official correspondence for the signature of the Director-General;</li><li>• Participate in the planning and organization of Executive Briefings to the Geneva-based diplomatic community, commemorative events for International Days and a variety of flagship events with external partners, including, inter alia, the Geneva Peace Talks and Geneva Peace Week;</li><li>• Welcome and usher Foreign Ministers and other high-level officials during peak periods, such as the High-Level Segments of the Human Rights Council and of the Conference on</li></ul>



	Disarmament; • Carry out any other ad hoc tasks, as requested.
Training components and learning elements	Orientation briefings on a wide range of substantive issues related to the work of UN Geneva (e.g. civil society engagement, the Sustainable Development Goals, etc.) will be provided. On the job coaching from the Chief of Section, the Programme Management Officer, other Professional Officers and other colleagues in the Section. Comprehensive feedback, both orally and in tracked changes, will be given on written work. The incumbent will also be encouraged to assist the Chief of Section and other Professional Officers with meetings and events. UNOG language and career support courses are also available to UNOG interns.
Participation in missions or training courses	Selected UN trainings and learning modules, including language training and career support, will be made available to the intern. No missions will be undertaken by the intern.

### **Section C: Required Qualifications**

Academic background at least	Bachelor's student
Enrollment duration of the internship	No
Subjects	International relations, political science, social sciences, communications or related fields.
Language Skills	Knowledge of French is desirable.
Computer literacy	MS Office Suite, Outlook, MS Teams
Internship-related experiences	Previous experience in a related field and for an international environment is desired. Experience in drafting, analysis in the peace and security area and/or social political field is also desired.
Additional skills/requirements	<ul style="list-style-type: none"><li>• Strong drafting skills</li><li>• Analytical skills</li><li>• Organization of events</li><li>• Knowledge of the UN System</li></ul>
Additional comments	Please note: while the incumbent does not need to be enrolled for the duration of the internship, if s/he is not enrolled then s/he must be within one year after graduation from a Bachelor's, Master's or Ph.D. programme.



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**Carlo Schmid Programme**  
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**Reference No.:** UNOPS / CA

**Department:** Global programmes  
**Keyword:** Urban development, Climate change, Gender.

**Location:** Belgium, Brussels

**Section A: General Information**

Name of host organisation	United Nations Office for Project Services / Cities Alliance
Organisation's website	<a href="https://www.citiesalliance.org/">https://www.citiesalliance.org/</a>
Internship Coordinator and/or Focal Point	Federico Silva (Head of Strategy)
Supervisor	Federico Silva
Second Supervisor	Laura Lima (Head of Global Programmes)

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	Hosted by the United Nations Office for Project Services (UNOPS) the Cities Alliance is a global partnership for urban poverty reduction promoting and strengthening the role of cities in sustainable development. It is a unique platform for international urban development cooperation, bringing together key actors including national governments, bilateral donors, multilateral organisations, associations of cities and Non-Governmental Organisations (NGOs). The Cities Alliance supports cities, local governments and their partners in Africa, Asia and Latin America to capture the gains of urbanisation for the benefit of all citizens. The Secretariat, which is based in Brussels, carries out the Cities Alliance Work Programme and manages its day-to-day operations, while also providing services to Members and facilitating their involvement in its corporate activities. The candidate will be integrated into the global workstreams of the Cities Alliance, supporting ongoing operational, analytical and outreach activities. Global workstreams cover thematic fields of urbanization, migration, gender and climate change with an overall focus on



	<p>urban poverty. The functional responsibilities of the incumbent will encompass:</p> <ul style="list-style-type: none"><li>• Provide operational assistance to support activities on the global workstreams.</li><li>• Carry out autonomous research and sector analysis to support Cities Alliance advocacy and positioning on those issues</li><li>• Draft articles on key themes, emerging trends and achievements on current urban challenges</li><li>• Assist with the organisation of international events, global dialogues and workshops. Provide inputs to concept notes and synthesise research findings.</li><li>• Draft briefing notes, talking points, presentations and assist with communication, outreach and dissemination.</li><li>• Perform other related duties as required.</li></ul>
Training components and learning elements	<p>The internship is designed to encourage professional development and provide the incumbent with opportunities to (i) benefit from being part of a team of professionals in an international organisation of the UN system and (ii) obtain specialist knowledge on urban development issues in the Global South. This will include but not be limited to:</p> <ul style="list-style-type: none"><li>• Refining professional competencies and drafting skills;</li><li>• Developing competencies in project management of international aid funds and in partnering with a variety of institutions, such as multilateral, governmental and non-governmental institutions.</li><li>• Developing insights into the governance and managerial challenges of a global partnership and multi-donor trust fund</li><li>• Acquiring experience in policy and sector analysis, with a specific focus on urban development, climate change and gender equality.</li><li>• Being provided with opportunities to represent the organisation.</li></ul>
Participation in missions or training courses	<p>For the duration of their internship, the incumbent will work under the guidance of an experienced Task Manager in order to optimize learning opportunities and professional development. Interns will be full members of project teams, participate in meetings, support specific exercises and provide assistance to meet business needs. Interns may be expected to travel for specific events and country missions, if needed. The intern will have access to the online training opportunities provided by UNOPS. Based in Brussels, the candidate will be offered to attend various networking and thematic events being organised by Cities Alliance members and partners, the European Commission and other stakeholders and to work in a vibrant, international and cosmopolitan environment.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Area of study and interest should be preferably one of the following: Urban and Climate Studies, Gender and Development Studies, Economics, Social Sciences, Political Science or related fields.



Language Skills	None but Frech would be an asset
Computer literacy	Skilled in the usual office softwares, including cloud-based working
Internship-related experiences	Studies, internships and/or work experience abroad would be very valuable
Additional skills/requirements	Interest in international development issues, open-minded, team player
Additional comments	We have had historically excellent relationships with the Carlo Schmid programme and we would most welcome continuing our collaboration.



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<b>Reference No.:</b>	<b>UNOPS1</b>
<b>Department:</b>	<b>Infrastructure and Project Management, Coordination of Regional Activities, LCR ORD</b>
<b>Keyword:</b>	<b>Climate Action, Sustainable infrastructure, Data Analytics, Infrastructure resilience</b>
<b>Location:</b>	<b>Panama, Panama City</b>

**Section A: General Information**

Name of host organisation	United Nations Office for Project Services
Organisation's website	<a href="https://www.unops.org/">https://www.unops.org/</a>
Internship Coordinator and/or Focal Point	Cecilia Silva Zaffaroni
Supervisor	Juan David Barahona Rebolledo
Second Supervisor	Nigel Muñoz

**Section B: Placement Offer**

Dates and duration of the internship	01.12.2024 - 30.06.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>In Latin America and the Caribbean (LCR), UNOPS is involved in numerous infrastructure, procurement, and technical assistance projects. We are committed to ensuring that these projects are closely aligned with environmental priorities to contribute to the fulfillment of the Paris Agreement and counteract the Triple Planetary Crisis. We are seeking a dedicated fellow to support the implementation of the LCR Climate Action Strategy, which is based on generating new knowledge, analyzing data from our projects, and creating tools to facilitate the implementation of sustainable projects for use by UNOPS teams.</p> <p>As an intern with us, you will have the unique opportunity to make a meaningful impact in the field of sustainable infrastructure and procurement, and climate change mitigation. Your role will involve: Climate Action Support: You will actively contribute to our efforts in achieving climate action goals in the LCR region. Your work will directly contribute to reducing carbon emissions, enhancing</p>



	<p>resilience to climate impacts, and fostering sustainable practices in infrastructure and procurement projects.</p> <p><b>Data Collection and Analysis:</b> You will be responsible for analyzing data from our projects, helping us to better understand their environmental impact, and identifying opportunities for improvement. Your insights will inform our decision-making processes.</p> <p><b>Knowledge Generation and sharing:</b> You will be involved in the generation of new knowledge related to sustainable infrastructure and climate change mitigation. Particular interest should be paid to construction materials and new technologies to reduce emissions and increase resilience in infrastructure projects in sectors such as: buildings, transport, energy, health and education. This will include research, data collection, and staying up-to-date with the latest developments in the field. You will also participate in knowledge sharing activities within the region.</p> <p><b>Tool Development:</b> Your role will also include the development of practical tools that will aid UNOPS teams in implementing sustainable projects effectively. These tools will be essential for promoting sustainable infrastructure practices.</p> <p><b>What We Offer:</b></p> <p><b>Hands-on Experience:</b> This internship provides a hands-on learning experience in the field of sustainable infrastructure and climate action. You will work closely with experienced professionals and gain valuable insights into real-world projects.</p> <p><b>Professional Development:</b> We are committed to helping you grow in your career. You will have access to training opportunities, mentorship, and resources to enhance your skills and knowledge.</p> <p><b>Impact:</b> Your work will have a direct impact on our projects and contribute to the broader goal of combating climate change and promoting sustainability in the region.</p> <p><b>Collaborative Environment:</b> You will be part of a multidisciplinary and collaborative team, working together to address complex challenges and create positive change in the LCR region.</p> <p>If you are passionate about making a difference in the fight against climate change, eager to learn, and excited about contributing to sustainable infrastructure projects in the LCR region, we encourage you to apply.</p> <p>Join us in our mission to create a more sustainable and resilient future for all.</p>
Training components and learning elements	<p>We have our UNOPS Learning Zone: the digital learning environment for managing the UNOPS learning portfolio. Our Learning Zone has a big catalogue of learning resources including special training focused on Climate Action.</p>
Participation in missions or training courses	<p>The fellow will participate as needed in field missions to support PM and Infra Specialist in particular forums or workshops related to Climate Action. This is a regional internship, therefore the intern will have continuous contact with all country offices to collect examples of good practices in projects as part of the data collection and analysis on climate action.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
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Enrollment duration of the internship	No
Subjects	Environmental Science, Environmental Engineering, Civil Engineering, Sustainable Development, Environmental Studies
Language Skills	Spanish: Intermediate level
Computer literacy	Candidates with academic training or coursework in data science, data analysis, or related fields will be well-equipped to handle the data analysis aspects of the internship, which are essential for evaluating project impact and sustainability
Internship-related experiences	In essence, the ideal fellow for this internship should possess a blend of academic excellence, practical exposure, and robust research skills, all reflecting a strong commitment to sustainable infrastructure, climate action, data-driven solutions, and meaningful research. These qualities should demonstrate the candidate's ability to effectively contribute to our mission of promoting sustainability in the Latin America and Caribbean region through rigorous research and practical application.
Additional skills/requirements	A genuine passion for climate change, sustainable development, and environmental issues is a key qualification. Candidates should be motivated to make a positive impact on these pressing global challenges.
Additional comments	



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<b>Reference No.:</b>	<b>UNOPS2</b>
<b>Department:</b>	<b>Director's Office, Peace and Security Cluster</b>
<b>Keyword:</b>	<b>Partnerships; Mine Action; Sustainable Development Goals</b>
<b>Location:</b>	<b>United States, New York City</b>

**Section A: General Information**

Name of host organisation	United Nations Office for Project Services
Organisation's website	<a href="https://www.unops.org/">https://www.unops.org/</a>
Internship Coordinator and/or Focal Point	Larose S. Larose
Supervisor	Kevin McMahon
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	03.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Background information - UNOPS UNOPS – an operational arm of the United Nations – supports the achievement of the Sustainable Development Goals (SDGs) by successfully implementing its partners' peacebuilding, humanitarian and development projects around the world. Our mission is to help people build better lives and countries achieve peace and sustainable development. We are proud of our people. The UNOPS family brings together approximately 160 nationalities, represented by over 5,000 UNOPS personnel as well as some 7,800 personnel recruited on behalf on our partners. Spread across 80 countries, our workforce is rich in diversity and culture – with inclusion at its core.</p> <p>Background information - Peace and Security Cluster The UNOPS Peace and Security Cluster (PSC) is a principal service provider in the field of mine action with the United Nations Mine Action Service (UNMAS), UNDP, UNICEF, Governments of mine-affected countries and other mine action partners. It is led by the Director, who has overall authority and accountability for the</p>



	<p>performance of PSC on behalf of its clients. The Director is responsible for administering and providing oversight of the day-to-day management of the Project Field offices, both according to the client requirements and in line with UNOPS rules and regulations.</p> <p>Functional Responsibilities</p> <p>Working within the PSC Director's office and reporting to the Senior Management Team, the Partnerships Intern will carry out the following duties:</p> <ul style="list-style-type: none"><li>• Understand PSC's works spanning the Humanitarian/Development/Peace Nexus and provide support identifying potential new areas of work</li><li>• Conduct analysis and mapping of donor priorities, areas of focus and geographical priorities: identify needs, funding flows, entry points, etc.</li><li>• Develop concept notes and capability statements that capture UNOPS' ability in a particular area of interest to new partners</li><li>• Conduct outreach to new partners, organize and facilitate meetings in collaboration with the PSC Director's office</li><li>• Support in the development of project proposals and project-related documents</li><li>• Support the preparation of external communication materials customized for target key audiences</li><li>• Develop contents, presentations, correspondence, briefings, talking points and all other external communication material</li><li>• Perform other related duties as required</li><li>• Functional competencies</li><li>• Excellent written and oral communication skills</li><li>• Excellent research and analysis skills</li><li>• Knowledge of Google Suite is an asset</li><li>• Desired experience</li><li>• Experience drafting and reviewing project proposals is an asset</li><li>• Experience working with an international organization is an asset</li><li>• Experience in partnership development and/or resource mobilization is an asset</li><li>• UN experience and knowledge of the UN system is an asset</li><li>• Language requirements</li><li>• Fluency in English (read, write, speak) is required</li><li>• Fluency in another UN official language is an asset</li></ul>
Training components and learning elements	A range of online induction trainings will be offered to the intern. Informal training about UNOPS' rules and regulations will be offered, to provide the intern with an understanding of how Mine Action is coordinated within the UN.
Participation in missions or training courses	The training courses will be standard online trainings around UNOPS induction, ethics, gender and diversity, etc.

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	A range of educational backgrounds will be considered, but majors in International Relations, Political Science, International



	Development or similar are valued.
Language Skills	English is mandatory. French and Spanish are desired.
Computer literacy	Standard MS or Google suite knowledge.
Internship-related experiences	
Additional skills/requirements	<ul style="list-style-type: none"><li>• Excellent written and oral communication skills</li><li>• Excellent research and analysis skills</li><li>• Experience drafting and reviewing project proposals is an asset</li><li>• Experience working with an international organization is an asset</li><li>• Experience in partnership development and/or resource mobilization is an asset</li><li>• UN experience and knowledge of the UN system is an asset</li></ul>
Additional comments	Previous international experience is not required. We are open to providing candidates with their first international experience.



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<b>Reference No.:</b>	<b>UNSSC</b>
<b>Department:</b>	<b>Peace and Security Hub</b>
<b>Keyword:</b>	<b>Integrated Data Analytics for Sustaining Peace</b>
<b>Location:</b>	<b>Italy, Turin</b>

**Section A: General Information**

Name of host organisation	United Nations System Staff College
Organisation's website	<a href="https://www.unssc.org">https://www.unssc.org</a>
Internship Coordinator and/or Focal Point	Elisa Pontini
Supervisor	Svenja Korth
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Integrated Data Analytics for Sustaining Peace Portfolio : Data Analytics and Digital Technologies are taking a more prominent role in all of the areas where the UN is deployed and the Secretary-General's Data Strategy recognizes the need for the whole system to make better use of UN data – with approaches grounded in UN values and human rights – as an integral part of the organization's future and work. The UN Secretary-General's Policy Brief of UN 2.0, utilizing data driven insights for strategic foresights is set as a prerequisite to drive internal change and improve the impact of the UN programmes and operations.</p> <p>In the Secretary-General's Data Strategy, the peace and security pillar is highlighted as one of the high priorities of use cases and portfolios for the roll-out of the strategy. Not only is there a need to strengthen internal skills and capacities for better information management and decision making but ,as the Digital Transformation Strategy for Peacekeeping also acknowledges, digital technologies are playing an ever more influential and</p>



	<p>complex role in conflict contexts and the UN must equip itself with the tools to understand Integrated Data Analytics for Sustaining Peace Portfolio :</p> <p>Data Analytics and Digital Technologies are taking a more prominent role in all of the areas where the UN is deployed and the Secretary-General's Data Strategy recognizes the need for the whole system to make better use of UN data – with approaches grounded in UN values and human rights – as an integral part of the organization's future and work.</p> <p>In line with the Secretary-General's Data Strategy, the UN 2. 0 Policy Brief and the Digital Transformation Strategy for Peacekeeping, the UN System Staff College is offering a curriculum for staff working in the peace and security pillar and peacebuilding to be able to understand and visualize data for better integrated storytelling and decision making through applied case studies.</p> <p>The Carlo Schmid fellow will be directly involved in the design of training and learning activities related to the Data Analytics for Sustaining Peace portfolio and contribute to developing content (research pieces, case studies, short publications) for related knowledge products in line with his/her interest and specialisation.</p>
Training components and learning elements	<p>The Carlo Schmid fellow will learn about how substantive knowledge is translated into training design and delivery by on the job training. He/she will also learn how to design an online learning package, as well as what methodology is most appropriate for knowledge transfer for the targeted audience. By working directly on courses from the content design to the implementation, the fellow will be able to contribute their knowledge and experience to the process, as well as benefit from such experience gained by others.</p>
Participation in missions or training courses	<p>The Carlo Schmid Fellow will be given full opportunities to undertake any of the on-site in person trainings and online learning offerings, which UNSSC conducts during the period. If one of the courses which the Carlo Schmid Fellow is working on is planned to take place outside Turin (another UN location) during their fellowship, UNSSC will make all necessary efforts, to try and secure additional funds to include the Carlo Schmid fellow in the training team travelling on mission to deliver the course.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	Yes
Subjects	Conflict and Peace studies, Political science, Governance, Peacebuilding, Data Analysis, statistics or information management applied to conflict studies and peacebuilding.
Language Skills	Knowledge of another UN languages (especially French or Spanish) would be an asset.
Computer literacy	Microsoft Office (especially Power Bi), Tableau and other relevant tools for data visualization and analysis.
Internship-related experiences	Having studied, researched or worked on conflict related issues and/or peacebuilding initiatives and/or critical issues in



	contemporary conflicts will allow the Carlo Schmid fellow to contribute subject matter knowledge to the portfolio as well. Experience or knowledge in data analysis, data analytics, statistics, information management applied to the field of conflict studies and peacebuilding would be an asset and allow the intern to support the development of the Data Analysis for Sustaining Peace learning curriculum.
Additional skills/requirements	<ul style="list-style-type: none"><li>• Ability to work collaboratively with colleagues to achieve set goals;</li><li>• Good organizational skills and ability to handle work in an efficient and timely manner;</li><li>• Good interpersonal skills and ability to establish and maintain effective working relations with people in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.</li></ul>
Additional comments	





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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

<b>Reference No.:</b>	<b>UNU-CPR</b>
<b>Department:</b>	<b>Conflict Prevention and Sustaining Peace programme</b>
<b>Keyword:</b>	<b>Conflict prevention</b>
<b>Location:</b>	<b>United States, New York City</b>

**Section A: General Information**

Name of host organisation	United Nations University Centre for Policy Research
Organisation's website	<a href="https://cpr.unu.edu">https://cpr.unu.edu</a>
Internship Coordinator and/or Focal Point	Christina McElwaine
Supervisor	Erica Gaston
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	The fellow will work at UNU-CPR New York, working on policy research that informs major UN policy processes. The fellow will be assigned to work across a range of research projects and convenings in one or more of the following areas: Conflict prevention and management, human rights and sustainable development, climate-security, and equity. Tasks will include undertaking detailed research, drafting reports and policy papers and supporting dissemination of the research project, including at UNU events, all under the direct supervision of an experienced project manager. This is a busy role with the opportunity to be involved in research projects of direct relevance to the UN from concept to delivery.
Training components and learning elements	Working with a small team of policy research personnel the fellow will be directly exposed to the working methods of the United Nations system, including through attendance - often online/virtual - at UN inter-agency and intergovernmental meetings, including the UN General Assembly and Security Council, and will gain unique experience of research and policy making in the multilateral



	system. The fellow will at the same time gain insights into the functioning of a policy research thinktank. Supervision by policy research staff will lead to the development of the fellow's research and writing skills. The fellow will also have the opportunity to engage with UNU-CPR's partners relevant to their professional network, notably from the UN system, non-governmental organisations, Member States' delegations, and think-tanks.
Participation in missions or training courses	The fellow will be working with the policy research personnel across a range of research projects and convenings, and will support relevant missions as needed. Overseas mission travel is unlikely. The fellow will have access to UNU's training programmes, including in research techniques and resources, and UNU-CPR will also provide training in office systems and communications protocols.

### **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Suitable areas of study include, but are not limited to: law, political science, international relations, human rights, development, social studies, journalism or public policy.
Language Skills	Fluency in English is required, another official UN language (Arabic, Chinese, French, Russian, Spanish) would be an advantage.
Computer literacy	Sound, hands-on, knowledge of MS Office applications required, familiarity with ICT tools and high level of proficiency in Microsoft and Excel are desirable.
Internship-related experiences	While prior experience in a research organisation, UN entity, Member State government department or non-governmental organisation is considered an asset, whether at headquarters or in field settings, it is not required. Any work, internship or volunteer experience will be considered when reviewing applications.
Additional skills/requirements	Superior writing skills and research experience. Capacity to work in a professional, multi-cultural environment. Ability to work constructively in a small team and to seek guidance when needed is desired. Ability to work within agreed timelines.
Additional comments	CSP fellows placed with UNU-CPR in recent years report high levels of satisfaction with the experience and quality and breadth of work undertaken.



**Carlo Schmid Programme**  
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Placement Offer 2024/2025  
(Programme line B)

<b>Reference No.:</b>	<b>UNV1</b>
<b>Department:</b>	<b>East and Southern Africa Regional Office</b>
<b>Keyword:</b>	<b>Volunteerism, Partnerships, and Knowledge Management</b>
<b>Location:</b>	<b>Kenya, Nairobi</b>

**Section A: General Information**

Name of host organisation	United Nations Volunteers
Organisation's website	<a href="https://www.unv.org/">https://www.unv.org/</a>
Internship Coordinator and/or Focal Point	Adama Ceesay, Human Resources Assistant, UNV HQ Bonn
Supervisor	Sika Ahawo, Regional Portfolio Specialist, UNV East and Southern Africa Regional Office Nairobi, Kenya
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The United Nations Volunteers (UNV) programme contributes to peace and development through volunteerism worldwide. We work with partners to integrate qualified, highly motivated and well-supported UN Volunteers into development programming and promote the value and global recognition of volunteerism. UNV is active in around 130 countries every year. With field presence in over 80 countries, UNV is represented worldwide. UNV has a staff of around 150 at its headquarters in Bonn, Germany, and manages over 8,000 volunteer assignment in the field annually.</p> <p>UNV's five Regional Offices advance partnerships and opportunities for the mobilisation of UN Volunteers at the regional level in support of the UN system, as well as to widen spaces at the regional level for volunteerism as a form of civic engagement. The Nairobi Regional Office operates in 23 countries in East and Southern Africa and hosted more than 2,360 Volunteers in 2022. The CSP-fellow will work as an integrated member of the Regional Office (RO) in Nairobi, under the direct supervision of the Regional Portfolio Specialist. The CSP-fellow will play a key role in</p>



	<p>supporting the RO in its overall effort to position UNV in broader peace and development work within the region, build partnerships with United Nations agencies, funds and programmes as a basis for increasing partnerships and volunteer mobilisation. S/he will contribute to enhanced knowledge management and communications on UNV ESARO's work on the promotion of volunteerism particularly in assisting the UN partners and member states in integrating volunteerism evidence in development policies and planning. The focus of the CSP-fellow will be to support outcome 3 (Promote Volunteerism) of UNV's current Strategic Framework (2022-2025):</p> <p>S/he will assume the following tasks:</p> <ul style="list-style-type: none"> <li>• With guidance from the Regional Portfolio Specialist and working in concert with the Regional Integration Specialist, support the integration of volunteerism in UN planning documents, Voluntary National Reviews and development plans; knowledge management, dialogue, exchange, and networking initiatives. Analyse and consolidate data and statistics, and lessons and good practices on volunteerism evidence and assist in communicating them within and outside UNV to foster learning and awareness raising.</li> <li>• Support the development of issue papers/policy briefs on topical subjects from research and programme reports for ESARO use in advocacy and partnership building.</li> <li>• Manage regional partnership intelligence on the promotion of volunteerism and volunteerism data in the UNV CRM system.</li> <li>• Coordinate with and support UNV Field Units in engaging with partners and facilitate knowledge-sharing.</li> <li>• Provide support to ESARO's knowledge management and communication processes, including compilation of success stories, case studies, and lessons learned products from ESARO to help advance advocacy on volunteerism evidence.</li> <li>• Support the creation and distribution of volunteerism promotional initiatives.</li> <li>• Support the UNV Field Units in the development/production of communication and advocacy instruments and materials, including for awareness-raising campaigns.</li> </ul>
Training components and learning elements	<p>The CSP-fellow will have an outstanding, unique opportunity to gain conceptual as well as operational experience in development and humanitarian contexts, research, data analysis, presentation and integration to support development planning, partnership building and advocacy. Working as an integral part of the Nairobi Regional Office and Field Units teams, s/he will gain a significant amount of substantive knowledge and operational experience pertaining to UNV as well as to UN partners operating in the region. S/he will be given the opportunity to actively participate, where feasible, in trainings, workshops and capacity development programmes organized through UNV HQ in Bonn and the Regional Office.</p>
Participation in missions or training courses	<p>If any specific technical training may be required to carry out the tasks assigned, then provisions will be put in place accordingly.</p>

## **Section C: Required Qualifications**



Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	International development, international relations, development economics, business administration, communication studies, social sciences, or related fields
Language Skills	Portuguese and/or French desired
Computer literacy	Experience in the use of computers and office software packages (MS Office, Adobe Suite, and any other statistical models). Knowledge of Salesforce would be an advantage.
Internship-related experiences	<ul style="list-style-type: none"><li>• Demonstrated interest or prior experience in international development, peace and development, public policy, partnership building, resource mobilization, and volunteerism would be a distinct advantage.</li><li>• Prior experience in communication with internal and external partners and knowledge management would be desirable.</li><li>• Knowledge and/or experience in qualitative and quantitative research and detailed reports presentation with strong conceptual, analytical and drafting skills would be a plus.</li><li>• Ability to conduct research, analyse, compile and synthesize information in coherent and succinct formats, for producing and analysing think pieces and other information products, presentations, etc.</li><li>• Experience working in an international context, and specifically in the Africa region, is a distinct advantage.</li></ul>
Additional skills/requirements	<ul style="list-style-type: none"><li>• Motivated to contribute towards peace and development and to serve others.</li><li>• Self-motivation and proven ability to take initiative.</li><li>• Ability to work in a team, to multi-task and to meet deadlines.</li><li>• Good interpersonal, networking and communication skills.</li><li>• Willingness to contribute and work as part of a team.</li><li>• Respect for diversity and ability to adapt to other cultures, environments and living conditions.</li><li>• Previous experience as a volunteer would be highly regarded.</li></ul>
Additional comments	



**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** UNV2

**Department:** Regional Office for West and Central Africa  
**Keyword:** Volunteering and sustainable development

**Location:** Senegal, Dakar

**Section A: General Information**

Name of host organisation	United Nations Volunteers
Organisation's website	<a href="https://www.unv.org/">https://www.unv.org/</a>
Internship Coordinator and/or Focal Point	Adama Ceesay
Supervisor	Veronique Zidi Aporeigah
Second Supervisor	Paul Armand Menye

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<ul style="list-style-type: none"><li>• Assist in the development of a knowledge management system for the collection, storage and sharing of success UNV stories from field units and volunteers deployed at UN agencies across the region.</li><li>• Actively contribute to knowledge sharing and learning culture within the Field Units in the region and across UN partners/host entities and UN Volunteers.</li><li>• Work with UNV Field Units across the west and central Africa region to promote key events and results of UNV partnerships with stakeholders and UN agencies.</li><li>• Support the planning and logistics leading up to and contribute to activities of UNV for International Volunteer Day on 5 December 2024.</li><li>• Assist in the implementation of a public relations strategy that builds UNV brand visibility and reputation among priority stakeholders such as UN agencies (the most strategic for UN Volunteer's mobilization) and current/potential UN Volunteers.</li></ul>





Training components and learning elements	<p>The intern will have an outstanding, unique opportunity to gain conceptual as well as operational experience in how volunteerism and UNV are evolving in West and Central Africa. Working as an integral part of the UNV Regional team for West and Central Africa, s/he will gain a significant amount of substantive knowledge and operational experience.</p> <p>The work assigned will provide active exposure to the work of major UN agencies operating in the region and to volunteers serving across a highly active region with those agencies. S/he will be given opportunity to actively participate, where feasible, in trainings, workshops and capacity development programmes organized through UNV HQ in Bonn and UNV in Dakar.</p>
Participation in missions or training courses	<p>If any specific technical training may be required to carry out the tasks assigned, then provisions will be put in place accordingly. The intern will have the opportunity to attend one of the 4-day UN Youth Workshops alongside hosted by UNV at the duty station, RO led workshops and team retreats.</p>

### **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	<ul style="list-style-type: none"><li>• International Affairs</li><li>• Social sciences</li><li>• Communication</li><li>• Political science</li></ul>
Language Skills	Fluent in either English or French and strong working knowledge in the other.
Computer literacy	Experience in the use of computers and office software packages (MS Word, Excel, PowerPoint).
Internship-related experiences	Demonstrated interest or prior experience in the areas of communication, partnership, knowledge management, event management and social media would be a distinct advantage.
Additional skills/requirements	<ul style="list-style-type: none"><li>• Motivated to contribute towards peace and development and to serve others;</li><li>• Self-motivation and proven ability to take initiative;</li><li>• Ability to work in a team, to multi-task and to meet deadlines;</li><li>• Good interpersonal, networking and communication skills;</li><li>• Willingness to contribute and work as part of a team;</li><li>• Respect for diversity and ability to adapt to other cultures, environments and living conditions;</li></ul>
Additional comments	Previous experience as a volunteer would be highly regarded.





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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** UNV3

**Department:** Regional Office for Asia and the Pacific  
**Keyword:** Strategic UN partnerships

**Location:** Thailand, Bangkok

**Section A: General Information**

Name of host organisation	United Nations Volunteers
Organisation's website	<a href="https://www.unv.org/">https://www.unv.org/</a>
Internship Coordinator and/or Focal Point	Adama Ceesay
Supervisor	Christian Hainzl
Second Supervisor	Dmitry Frischin

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>The UNV Regional Office for Asia and the Pacific deploys talented and skilled individuals in 32 UN Entities, located in 32 countries of the region to support UN work on Sustainable Development Goals (SDGs). The office has 12 country presences, while the UNV programmes in other 20 countries are being managed by the regional office directly. The incumbent will be responsible for support to initiation of new and maintenance of the existing partnerships with the UN Entities in the countries with no UNV presence and at regional level, being involved in strategic analysis of opportunities and development of innovative volunteer solutions for priority UN Entities' programmes and projects.</p> <p>S/He will be working together with the regional office team in close coordination with the Regional Portfolio Manager under direct supervision of the UNV Regional Manager to perform below duties:</p> <ul style="list-style-type: none"><li>• Support collection of information, review of the trends, strategic analysis and identification of entry points for initiation/enhancement of partnerships between UNV and priority UN entities in the countries with no UNV field presence.</li></ul>



	<ul style="list-style-type: none"><li>• Contribute to development of new innovative volunteer solutions for priority UN Entities' programmes and projects, relevant to UNV mandate and aligned with UNV regional priorities.</li><li>• Ensure regular interactions with priority UN partners at country level and UN regional offices for new initiatives for engagement of UN Volunteers and Online Volunteers.</li><li>• Assist with management of the UNV programmes in the countries with no UNV field presence.</li><li>• Contribute to UNV's engagement with key UN regional bodies for joint events (International Volunteer Day, SWVR, Asia-Pacific Forum for Sustainable Development, job fairs, conferences and symposiums).</li><li>• Participate in the UN regional meetings and high-level events, including UN thematic task forces, UN-led assessments, Programme Management meetings, post conflict needs assessments, etc.</li><li>• Support initiatives enhancing volunteer's satisfaction in non-FU countries (townhalls, learning opportunities, cross-country exchanges, etc.)</li><li>• Prepare, disseminate and present country-specific promotional information on the mandate and work of UNV with relevant development partners.</li><li>• Contribute to assessment and forecast demand for UN Volunteers in the countries with no UNV field presence.</li><li>• Provide advisory support to the supervisor and regional on volunteer mobilization trends and potential demand in the countries with no UNV field presence.</li><li>• Provide content support to business outlook reports on UN priority partners.</li><li>• Perform any other duties, relevant to the scope of the fellowship as assigned by the direct supervisor.</li></ul>
Training components and learning elements	<ul style="list-style-type: none"><li>• UNV regional workshops and trainings, both online and onsite</li><li>• UNV global workshops, townhalls and applicable online learning</li><li>• UNV specific partnership and analysis learning sessions with respective staff in UNV HQ and regional office</li><li>• UN learning sessions online</li></ul>
Participation in missions or training courses	<ul style="list-style-type: none"><li>• 1-3 missions to UN/UNV events (International Volunteer Day, regional workshops)</li><li>• 1 mission to the priority country with no UNV field presence</li></ul>

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	International relations, analytics, forecasting and planning, partnerships
Language Skills	
Computer literacy	Windows, PowerPoint, MS Office, online social media (Facebook, Twitter, Instagram).



Internship-related experiences	<ul style="list-style-type: none"><li>• Knowledge about the United Nations</li><li>• Previous experience or training in business analysis is an asset, but not a requirement</li></ul>
Additional skills/requirements	<ul style="list-style-type: none"><li>• Good communication skills</li><li>• Good analytical and reporting skills</li><li>• Ability to present information clearly</li></ul>
Additional comments	



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**Carlo Schmid Programme**  
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**Reference No.:** WFP1

**Department:** Partnership Division  
**Keyword:** IFIs - International Financial Institutions

**Location:** Honduras, Tegucigalpa

**Section A: General Information**

Name of host organisation	World Food Programme
Organisation's website	<a href="https://www.wfp.org">https://www.wfp.org</a>
Internship Coordinator and/or Focal Point	Stephanie HOCHSTETTER
Supervisor	Diego Ramirez
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>WFP's expansion of the strategic engagement with national governments and International Financial Institutions (IFIs) is part of a broader corporate initiative to diversify partnerships and sources of funding, particularly around the Changing Lives agenda. The incumbent will be based in Honduras but will support the Central America Sub Region (El Salvador, Honduras, Guatemala). He or She play a critical role in supporting the country offices to foster partnerships with the national governments and the IFIs to strategically position WFP as a partner of choice.</p> <ol style="list-style-type: none"><li>1. Provide support to the Country Offices to build the capacity to engage in strategic dialogue with Ministries of Finance &amp; Planning, as well as other relevant National Entities and development stakeholders.</li><li>2. Support, and lead as needed, work to analyze national development plans, budgeting and spending priorities to determine how WFP could support the Government with</li></ol>



	furthering its priorities and closing the funding gap; 3. Support the development of tailored value propositions to communicate adequately and effectively with Government counterparts at national level, to clearly elaborate WFP value proposition vis-à-vis national priorities and Country Strategic Plans.
Training components and learning elements	BUILDING AND MANAGING RELATIONSHIPS; NEGOTIATION AND CONFLICT MANAGEMENT; COMMUNICATION; EMOTIONAL INTELLIGENCE;
Participation in missions or training courses	Missions within the Country, and El Salvador and Guatemala. To Panama if needed.

### **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	International Relations; Diplomacy; Political Science.
Language Skills	Spanish
Computer literacy	MS Office Suite
Internship-related experiences	Preferably she or he should be organized, flexible and comfortable with working with multiple actors and on tight deadlines.
Additional skills/requirements	<ul style="list-style-type: none"><li>• Demonstrates humility and a willingness to learn.</li><li>• Applies Strategic Thinking and Analyses and evaluates data.</li><li>• Collaborates to deliver common objectives.</li><li>• Good communication and analytical skills.</li><li>• Diplomatic skills: tact, persuasiveness, and ability to work with diversified teams;</li></ul>
Additional comments	



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**Carlo Schmid Programme**  
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Placement Offer 2024/2025  
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<b>Reference No.:</b>	<b>WFP2</b>
<b>Department:</b>	<b>Supply Chain</b>
<b>Keyword:</b>	<b>Food Security, Cash Based Transfers, Markets, Retail, Food Systems, Supply Chain</b>
<b>Location:</b>	<b>Malawi, Lilongwe</b>

**Section A: General Information**

Name of host organisation	World Food Programme
Organisation's website	<a href="https://www.wfp.org">https://www.wfp.org</a>
Internship Coordinator and/or Focal Point	Julie VANDERWIEL
Supervisor	
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<ul style="list-style-type: none"><li>• Assist Supply Chain, Program/CBT and RAM teams in creating market functionality indices and diagnostics, examining market responses in different situations, including policy changes and shocks.</li><li>• Conduct market assessments to find weaknesses and improve local markets, collaborating with WFP units, local authorities, NGOs, UN agencies, and partners.</li><li>• Help develop and track key performance indicators to evaluate the impact of market improvement activities.</li><li>• Support staff training and development initiatives to enhance the capabilities of WFP, government, and partner staff for effective assistance programs.</li><li>• Build relationships and partnerships with counterparts in UN agencies, NGOs, governments, and the private sector to exchange knowledge and resources.</li><li>• Assist in organizing learning events (in-person or virtual) with stakeholders to identify capacity-building needs for government</li></ul>



	<p>and partners.</p> <ul style="list-style-type: none"><li>• Explore opportunities to enhance the retail sector and overall market development in areas related to WFP, government, and partner CBT efforts.</li><li>• Participate in representing WFP in various country forums on supply chain management, optimization, and risk management.</li><li>• Undertake any other assigned duties and responsibilities as needed.</li></ul>
Training components and learning elements	WFP-developed trainings on cash based assistance, markets and retails will be undertaken by the intern. The intern will be connected with a mentor at the country office for continuous support throughout the internship.
Participation in missions or training courses	Field-missions and exchanges with government partners will be arranged.

### **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Supply chain management, project management, economics, business administration, logistics or/other related fields
Language Skills	English only
Computer literacy	MS Office Suite
Internship-related experiences	Leads by example with integrity, drives results and delivers on commitments, fosters inclusive and collaborative teamwork, applies strategic thinking, builds, and maintains sustainable partnerships.
Additional skills/requirements	
Additional comments	





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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
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<b>Reference No.:</b>	<b>WFP3</b>
<b>Department:</b>	<b>External Partnerships and Communications</b>
<b>Keyword:</b>	<b>Partnerships; communication</b>
<b>Location:</b>	<b>Rwanda, Kigali</b>

**Section A: General Information**

Name of host organisation	World Food Programme
Organisation's website	<a href="https://www.wfp.org">https://www.wfp.org</a>
Internship Coordinator and/or Focal Point	Annet MUTESI
Supervisor	Sarah COLBOURNE
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<ul style="list-style-type: none"><li>• Supporting the internal capacity development of fundraising activities with strategic outcome managers;</li><li>• Supporting the implementation of a Communications Strategy to enhance the visibility of RWCO's activities to its partners, e.g. through the creation of an interactive public dashboard and the development of social media content, videos, presentations and factsheets;</li><li>• Contributing to the preparation of management and partner briefs, briefings, reports and project visits; and</li><li>• Ensuring timely and high-quality follow-up to meetings by drafting notes for the record/minutes of meetings and monitoring agreed actions.</li></ul>
Training components and learning elements	Training courses: Partnership Essentials, Partnerships, Communication and Advocacy Path - Strategic Outcome and Activity Management
Participation in missions or training courses	Project visits to refugee camps, schools, and sites of resilience-building activities;



## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Economics, sociology, political science, communication, international development
Language Skills	English only
Computer literacy	MS Office Suite
Internship-related experiences	Drafting social media content, interest in graphic design, exposure to fundraising activities
Additional skills/requirements	Ability to work well in teams
Additional comments	



Deutscher Akademischer Austauschdienst  
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**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** WFP4

**Department:** Programme/ Asset Creation and Livelihood Unit  
**Keyword:** Resilience building of small holder farmers

**Location:** Sierra Leone, Freetown

**Section A: General Information**

Name of host organisation	World Food Programme
Organisation's website	<a href="https://www.wfp.org">https://www.wfp.org</a>
Internship Coordinator and/or Focal Point	Yvonne FORSEN
Supervisor	William Hopkins
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<ol style="list-style-type: none"><li>1. Provide support to all resilience building activities with a special focus on climate smart agriculture and women empowerment.</li><li>2. Support data gathering and monitoring of the projects, ensuring that rigorous quality standards are maintained.</li><li>3. Research and analyse a range of current operational issues to inform the development of new programmes and activities or adjust current ones for improved result.</li><li>4. Contribute to the preparation of accurate and timely reporting on programmes and activities that enable informed decision making and consistency of information presented to stakeholders</li><li>5. Depending on the background of the fellow, time will also be given for capacity building of staff and beneficiaries that are in line with WFP objectives.</li></ol>
Training components and learning elements	WFP Sierra Leone is small country office with a dynamic and diverse team. It is an office that implement a lot of activities in collaboration with the government. The candidate will have the



	opportunity to take part in all aspects of unit work. S/he will participate in capacity building of small holder farmers, especially in climate smart agriculture in the field and learn to critically evaluate what projects make a difference and are cost effective. The fellow will specifically learn about rice cultivation technics in inland valley swamps, allowing for multiple harvest per year. S/he will also learn to interact with the people that WFP support as well as government counterparts.
Participation in missions or training courses	The fellow will be going on regular field missions to the project sites in the districts and have access to all WFP internal online courses.

### **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Agriculture, Environmental and Climate science
Language Skills	Only English
Computer literacy	MS Office Suite
Internship-related experiences	Experience of different cultures, preferably low income countries. Having worked in teams
Additional skills/requirements	Good writing skills is beneficial
Additional comments	The person needs to be flexible and curious to learn.



**Carlo Schmid Programme**  
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Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** WFP5

**Department:** Supply Chain  
**Keyword:** Supply Chain and Logistics Operations.

**Location:** Tajikistan, Dushanbe

**Section A: General Information**

Name of host organisation	World Food Programme
Organisation's website	<a href="https://www.wfp.org">https://www.wfp.org</a>
Internship Coordinator and/or Focal Point	Charles INWANI
Supervisor	
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>Under direct supervision of the Logistics Officer or delegated authority, support Logistics operations, and activities, following the standards processes and facilitating, directly or indirectly, the effective delivery of food assistance to beneficiaries.</p> <p>Support invoice processing in coordination with Country Office, and liaise with service provider/partner/retailer whenever necessary to expedite the process.</p> <p>Support the management of logistics retailers' contracts, including performance monitoring and measurements.</p> <p>Assist in Contracting/Procurement operations, analysis, contract awards, and performance evaluation of vendors.</p> <p>Prepare daily, weekly, and monthly sitreps, supply chain dashboards, and reports on supply chain country office operations.</p> <p>Assist in monitoring the inventory management process to track trends and account for the inventory status from receipt to dispatch to final delivery points.</p> <p>Other supply chain-related tasks as required.</p>



Training components and learning elements	UN/WFP mandatory trainings (linked to function).
Participation in missions or training courses	The intern will receive on-site training on warehouse management and WFP internal systems based on SAP.

### **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Supply Chain, Logistics, Procurement, Economics.
Language Skills	Fluency in Russian is an advantage.
Computer literacy	MS Office Suite and preferable basic knowledge of SAP systems.
Internship-related experiences	Excellent communication and interpersonal skills, with the ability to work effectively in a team environment. Proactive and self-motivated, with the ability to take initiative and drive projects forward. Adaptable to an international, multicultural, and multilingual environment.
Additional skills/requirements	Availability and willingness to travel as required to different areas in Tajikistan.
Additional comments	



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**Carlo Schmid Programme**  
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**Reference No.:** WFP6

**Department:** Programme Management  
**Keyword:** Food Systems

**Location:** Timor Leste, Dili

**Section A: General Information**

Name of host organisation	World Food Programme
Organisation's website	<a href="https://www.wfp.org">https://www.wfp.org</a>
Internship Coordinator and/or Focal Point	Amin SAID
Supervisor	Ali Ahmad Khan
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>The fellow will be working closely with the Head of Programme who oversees School Feeding, Nutrition as well as Research, Assessment and Monitoring. A core activity is the support of the government in providing advice on their social protection set up with a focus on food security and nutrition. The fellow will be responsible to liaise with the different units on a daily basis to ensure that key projects are on track. In addition, the fellow will need to identify possible areas of cooperation with the government to strengthen WFP's presence and reach in Timor-Leste. Key WFP products include for example regular market updates, guidance on possible interventions, coordination with different ministries on the implementation of school feeding programmes as well as conducting key evidence generation, such as the Integrated Food Security Phase Classification in collaboration with other partners. The fellow will also need to travel to the field to provide updates on implementation and provide updates on programme progress in communication with the field support unit. This feedback will be used internally and will also generate human interest stories for</p>





	external stakeholders. As part of the annual country report process, the fellow will be the penholder to ensure relevant units provide their inputs on time and the report is submitted for review within the required timelines.
Training components and learning elements	<ul style="list-style-type: none"><li>• Introduction to Food Systems</li><li>• Introduction to Nutrition and School Feeding at WFP</li><li>• Mandatory trainings (e.g. PSEA, Fraud, Ethics, etc.)</li></ul>
Participation in missions or training courses	The fellow will be traveling to the field on multiple occasions to get familiar with the situational context in Timor-Leste. This includes visiting schools and rice fortification locations. If a suitable training is found in the region a possible mission to the regional can be envisaged, subject to operational priorities and availability of funding.

### **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Food Systems, Climate-smart agriculture, Nutrition
Language Skills	Portuguese and/or Spanish are an asset.
Computer literacy	All WFP proprietary software will be taught on the job. Being knowledgeable in visualization tools is an asset, but not required. Knowledge on analyzation and GIS is a plus.
Internship-related experiences	Experience working with a UN body is ad advantage. In addition, having experiences in working with governments in the area of capacity strengthening, South-South cooperation, social protection are great to have.
Additional skills/requirements	The fellow needs to be a good team player and eager to build new structures and form new relationships. WFP Timor-Leste is planning to scale up its operations to support the government in achieving SDG 2, Zero Hunger
Additional comments	We are looking forward to welcome a Carlo Schmid fellow. Our Deputy Country Director is German national and a mentorship can be envisaged if wanted.



**Carlo Schmid Programme**  
for Internships in International Organisations and EU Institutions  
Placement Offer 2024/2025  
(Programme line B)

**Reference No.:** World Bank1

**Department:** Europe and Central Asia Energy Unit  
**Keyword:** Energy

**Location:** Austria, Vienna

**Section A: General Information**

Name of host organisation	The World Bank
Organisation's website	<a href="https://www.worldbank.org/en/home">https://www.worldbank.org/en/home</a>
Internship Coordinator and/or Focal Point	Joern Thorsten Huenteler
Supervisor	Joern Thorsten Huenteler
Second Supervisor	Katharina Gassner

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Fellow will be a full member of the teams supporting the World Bank's energy sector engagements in the South Caucasus (SC) and the Western Balkans (WB6) countries, which are part of the Europe and Central Asia (ECA) region. The South Caucasus sub-region includes Armenia, Azerbaijan, and Georgia, while the Western Balkans sub-region includes Albania, Bosnia and Herzegovina, Kosovo, Montenegro, North Macedonia, and Serbia. The Fellow's responsibilities will include the following:</p> <ul style="list-style-type: none"><li>• As part of the South Caucasus energy team:<ul style="list-style-type: none"><li>○ Support the preparation and implementation of activities in the energy sector in Armenia, including: (i) implementation support for the ongoing lending operation (Electricity Transmission Network Improvement Program; P146199), (ii) support to the preparation of potential financing for the proposed Enabling the Energy Transition Program-for-Results (P179336) and potential World Bank financing for the Georgia-Armenia transmission interconnection project, and (iii) interventions to support the scale-up of energy</li></ul></li></ul>



	<p>efficiency, sustainable heating, and renewable energy.</p> <ul style="list-style-type: none"><li>○ Support the preparation and implementation of activities in the energy sector in Georgia, including: (i) implementation support for the ongoing lending operations (notably the Energy Supply Reliability and Financial Recovery Project (P169117)), (ii) the proposed Black Sea Undersea Power and Digital Interconnection Project (feasibility study underway), and (iii) the development of the Country Climate and Development Report (CCDR) for Georgia.</li><li>• As part of the Western Balkans energy team:<ul style="list-style-type: none"><li>○ Contribute to background research and analytics undertaken in the three strategic pillars of the WB6 program, namely: (i) energy supply diversification, including renewable energy, hydropower, and energy storage; (ii) energy sector financial sustainability and affordability; and (iii) policies and strategies for decarbonization, including sustainable heating and cooling. Support the (i) preparation of lending operations in Kosovo and North Macedonia in the area of Just Transition (replacement of coal mining and thermal generation activities with clean energy development); and (ii) implementation of residential clean energy projects in BiH (Air Quality improvement project P176040) and Serbia (SURCE P176770).</li></ul></li><li>• Independently prepare or contribute to just-in-time quantitative and qualitative analyses and respond to ad-hoc requests as needed, as well as internal and external briefs and presentations feeding into the policy dialogue, operational engagements, and analytical and advisory activities in South Caucasus and Western Balkan countries.</li><li>• Contribute to the development of issue briefs and presentations, as well as the integration of country-specific information into broader sub-regional and regional materials, which will be requested on an as needed basis.</li><li>• Support dialogue with government counterparts and coordination with other development partners active in the sector (e.g., EBRD, EU, ADB, KfW), by preparing World Bank-presented materials for meetings, minutes, and other follow-up documents.</li><li>• Participate in meetings and virtual/hybrid missions of the country teams and contribute to the preparation, implementation, and follow-up of travel to the focus countries; participation in travel will be subject to need and budget availability.</li></ul>
Training components and learning elements	<p>Being a full member of the World Bank's energy teams in the South Caucasus and the Western Balkans, the Fellow will gain first-hand knowledge of how the World Bank works on the operational front to provide financing, policy advice, and technical assistance to client countries. The Fellow will also gain practical experience, by actively participating in the preparation and implementation of various types of projects in the energy sector in the South Caucasus and the Western Balkans. In addition, the Fellow will have access to a wide range of internal World Bank learning resources, including online and in-person trainings, specialized workshops and webinars, and conferences.</p>



Participation in missions or training courses	The Fellow will participate in virtual or hybrid missions to countries in the South Caucasus and the Western Balkans together with the respective teams. Physical travel will be decided on a needs basis and is subject to budget availability. The Fellow will also have access to a wide range of internal World Bank learning resources, including online and in-person trainings, specialized workshops and webinars, and conferences.
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## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Environmental or climate science, engineering, finance, economics, development studies, business administration, public administration, or equivalent areas.
Language Skills	None.
Computer literacy	<p>The Fellow is expected to be proficient in the following Microsoft Office programs:</p> <ul style="list-style-type: none"><li>• Microsoft Word</li><li>• Microsoft PowerPoint</li><li>• Microsoft Excel</li></ul> <p>In addition, the Fellow is expected to be able to work with Microsoft Outlook, OneDrive/SharePoint, and Teams. Proficiency in spreadsheet modeling or communications and media outreach skills would be an asset.</p>
Internship-related experiences	<p>Internship-related experiences in the following areas would be appreciated:</p> <ul style="list-style-type: none"><li>• Experience working in Europe and Central Asia (especially in the South Caucasus and/or the Western Balkans)</li><li>• Experience working in the energy sector (especially power sector, renewable energy, energy efficiency or energy transition topics)</li><li>• Experience with qualitative and quantitative data analysis</li><li>• Experience preparing briefs and presentations for a range of audiences</li></ul>
Additional skills/requirements	<ul style="list-style-type: none"><li>• Strong quantitative analytical skills</li><li>• Ability to work independently with limited supervision and ability to prioritize in a fluid environment</li><li>• Ability to present, summarize, and communicate complex content in briefs and presentations with a clear and concise communication style</li><li>• Excellent interpersonal skills and ability to build relationships with colleagues in a multi-cultural environment with team members located in different countries</li><li>• Excellent written and oral communication skills in English</li></ul>
Additional comments	



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**Carlo Schmid Programme**  
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<b>Reference No.:</b>	<b>World Bank2</b>
<b>Department:</b>	<b>Social Protection and Jobs Global Practice – Europe and Central Asia region</b>
<b>Keyword:</b>	<b>Social Protection &amp; Jobs</b>
<b>Location:</b>	<b>Austria, Vienna</b>

**Section A: General Information**

Name of host organisation	The World Bank
Organisation's website	<a href="https://www.worldbank.org/en/topic/socialprotection">https://www.worldbank.org/en/topic/socialprotection</a>
Internship Coordinator and/or Focal Point	Stefanie Brodmann
Supervisor	Paolo Belli
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The intern would be involved in the analytical work program related to promoting functioning of labor markets and effective social safety nets and social services in countries in Europe and Central Asia (ECA) region. Depending on the intern's interest, abilities and business needs, the intern will focus on a mix of high-quality policy relevant analytical tasks and on operational activities that relate more to client dialogue and preparation of World Bank operations. Specifically, the intern could be assigned to one or more of the following tasks:</p> <ol style="list-style-type: none"><li>1. Strengthening the delivery of social assistance, with a particular focus on reaching poor and vulnerable populations, including people with disabilities. The COVID-19 pandemic highlighted weaknesses in the delivery of social assistance and social services in the Western Balkans, such as a continued reliance on paper-based systems and limited use of on-line applications and mobile money. The World Bank is supporting countries to learn from this experience and to integrate greater use of digital platforms, while also tailoring service delivery to ensure that it</li></ol>



	<p>reaches the most marginalizes and promotes access for all. This includes assessing options for greater use of financial services to promote the use of mobile money and other innovative financial products.</p> <ol style="list-style-type: none"><li>2. Building integrated social protection systems through better case management and design and delivery of social services. The World Bank is supporting the design of integrated social protection management information systems, which may include all potential beneficiaries of social programs as a mechanism to target and monitor benefits and impact of social policies. These digital information systems are core to building integrated social protection systems, with interoperability to other government data bases. Promoting this approach requires access to a range of social services and the World Bank is supporting countries to reform their social services in terms of the planning process, delivery modalities, financing and quality control and supervision.</li><li>3. Increasing the effectiveness of Public Employment Services and activation of social assistance beneficiaries. Some countries in the ECA region are working with the World Bank to improve the design and implementation of their Public Employment Services programs in order to increase their effectiveness and efficiency in supporting job seekers' (re-)employment. The World Bank is also supporting several countries in developing a strategy for activating social assistance beneficiaries, which includes, for example, identifying the disincentives for work which may be embedded in the legislative framework / design of the social assistance benefit.</li><li>4. Building knowledge in terms of the reforms that are needed for persons with disabilities to live an independent life in their communities. The World Bank is supporting countries to reform their disability benefits and associated social services and there is growing interest in this agenda across the Western Balkans. It is anticipated that this work will include: (i) assessing the characteristics of the disability assessment systems of the countries from the Western Balkans to understand the needs of reform; (ii) gathering systematic information regarding the types of benefits persons with disabilities receive in different countries, and performing a distributional analysis of these benefits; (iii) estimating the extra-costs of disabilities in different countries for different types of persons with disabilities to make evidence-based recommendations of improving the disability benefit systems.</li><li>5. Promoting better skills development. The World Bank has an active work program in several countries on assisting the counterparts in Ministry of Education, Ministry of Labor, and Public Employment Services in providing technical assistance in enhancing the skills of their current and future workforce. This involves collecting and analyzing data on skills, as well as designing, implementing, and/or evaluating interventions that aim to improve skills.</li></ol>
Training components and learning elements	By working on client-driven analytical tasks, the intern can expect to learn how to formulate policy-relevant research questions, how to apply cutting-edge methodologies in data analysis, and how to effectively communicate research results to policy audiences.





	The intern will also benefit from gaining experience of working on large datasets that the World Bank has access to as well as from working with colleagues from different cultures in a dynamic environment.
Participation in missions or training courses	The teams will involve the intern in policy dialogue meetings with the clients and ideally, the intern would be able travel on at least 1 mission during the course of the internship. The intern will have access to a large catalogue of online training courses available at the World Bank.

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	Economics, Public Policy, Quantitative Sociology, or related fields
Language Skills	Proficiency in English essential, knowledge of one of the languages used in the Eastern Europe and Central Asia region an advantage.
Computer literacy	Essential skills: STATA, Microsoft Office (Word, Excel, Powerpoint)
Internship-related experiences	Previous work experience in a related field, or research assistantships, is desirable but not necessary. Field experience or familiarity with the countries mentioned in this job description, either through personal travel or coursework, is an advantage, but not an essential pre-requisite.
Additional skills/requirements	<ul style="list-style-type: none"><li>• Experience with data management of large datasets (ideally, experience working with household surveys, such as Labor Force Surveys, Household Budget Surveys)</li><li>• Extensive familiarity with econometric analysis (e.g. bivariate and multi-variate analysis, graphing plots)</li><li>• Great verbal and written communication skills</li><li>• Ability to work in fast-paced environment</li><li>• High level of motivation and commitment to meet tight deadlines</li><li>• Great inter-personal skills</li></ul>
Additional comments	





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<b>Reference No.:</b>	<b>World Bank3</b>
<b>Department:</b>	<b>Agriculture and Food MENA unit</b>
<b>Keyword:</b>	<b>Food security, food systems, resilience, climate change, MENA, agriculture, policy, nexus</b>
<b>Location:</b>	<b>Jordan, Amman</b>

**Section A: General Information**

Name of host organisation	The World Bank
Organisation's website	<a href="https://www.worldbank.org/en/home">https://www.worldbank.org/en/home</a>
Internship Coordinator and/or Focal Point	Tobias Baedeker
Supervisor	Tobias Baedeker
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 31.03.2025, 7 months
Detailed description of the internship project(s); tasks assigned	<p>Food Systems Resilience in the MENA region</p> <p>The Middle East and North Africa (MENA) region is at a crossroads between pervasive challenges and opportunities regarding food systems resilience. Climate change coupled with the region's heavy reliance on food imports and its susceptibility to external shocks make its food systems uniquely delicate. The Ukraine war highlighted the fragility of global food supply chains, disproportionately affecting low/middle-income nations. The Bank is developing a robust portfolio of innovative strategies to strengthen the resilience of food systems in the MENA region to ensure food security, promote stability, reduce vulnerability, and support sustainable development.</p> <p>The fellow will be a core member of the Agriculture and Food MENA unit. The unit has taken a leadership role in the food security response within the World Bank. The team consists of around 21 members, of which half are based in country offices and half are based in Washington DC. Alongside their engagement in</p>



	<p>sustained development efforts, the fellow will be responsive to emerging issues, allowing for a well-rounded work experience that equips the fellow for various future roles.</p> <p>The fellow will contribute to the unit's extensive portfolio, focusing on the national context in Iraq, Jordan, and Lebanon, as well as cross-regional initiatives. Major themes include:</p> <ul style="list-style-type: none"><li>• Risk monitoring and management, shock absorption, and climate change awareness and resilience</li><li>• Private investments, skill development, and digital innovation for improved agri-food value chains</li><li>• Effectiveness and efficiency of public interventions, agricultural import and export strategies</li><li>• A flagship project is aimed at future-proofing the Jordanian agricultural sector. The Bank supports the Jordanian Ministry of Agriculture and works with a wide range of stakeholders to:</li><li>• Improve sustainable water use, for example by introducing rainwater harvesting systems at the farm and community level</li><li>• Expand access to information, guidance, and services to strengthen farmers' adaptive capacity, including the development of suitable early warning systems and the adoption of digital innovation</li><li>• Create an enabling environment to encourage private sector investment in the sector by improving regulations, services and market coordination</li><li>• Support the inclusion of disadvantaged groups in the sector, through the exchange of knowledge, skills, and best practices, and formal job creation</li><li>• The unit provides technical assistance for resilient reconstruction and development in Iraq to support the transition towards a diversified and climate-resilient economy. The unit will be working on</li><li>• A people-centered approach to increase climate change awareness in all parts of the Iraqi society, through localized and participatory approaches and institutional support, capacity building, and knowledge exchange</li><li>• Addressing challenges on the water-agriculture-nexus, through improving water productivity, creating employment opportunities, optimize public spending, and improving the strategic, financial, and technical foundations</li><li>• The fellow will engage in analytical work and strategic policy dialogue related to the above activities. The specific tasks of the fellow will include:</li><li>• Conduct data analysis, prepare/post-process meeting notes, and compile policy briefs</li><li>• Collaborate on strategic policy dialogue on existing policies and innovative solutions</li><li>• Prepare and participate in workshops and meetings with ministries and other development organizations</li><li>• Support the planning of key regional events and missions of World Bank delegations</li><li>• Analyze key topics under the consideration of the climate-water-energy-food nexus</li><li>• Maintain ongoing communication with team members to facilitate idea exchange and actively contribute new ideas</li><li>• Support technical advisory and capacity building components</li></ul>
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Training components and learning elements	<p>The Carlo-Schmid Fellow has the opportunity to:</p> <ul style="list-style-type: none"><li>• Gain first-hand experience on the World Bank's approach to evidence-based policymaking and the design and implementation of operational projects</li><li>• Learn about the latest developments and be exposed to cutting-edge research on regional and global food security efforts</li><li>• Interact with a wide range of stakeholders including government, civil society, private sector, academia etc.</li><li>• Receive guidance and support from both a junior and senior team members (supervisor) to guarantee continuous feedback and learning</li><li>• Present work and results to team members involved in respective projects</li><li>• Gain leadership experience in coordinating the delivery of key analytical pieces or events</li></ul>
Participation in missions or training courses	<ul style="list-style-type: none"><li>• Participation in field visits, missions, government meetings, and regional events will be an integral part of the fellowship</li><li>• Opportunity to complete eLearning training courses through the World Bank Open Learning Campus (OLC) and participate in learning events/ webinars</li></ul>

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Economics, Public Policy, Development Studies, Agriculture, Environment, Climate Change
Language Skills	<ul style="list-style-type: none"><li>• Professional working proficiency in English, both written and spoken is a must</li><li>• Knowledge of French or Arabic would be a plus but is not required</li></ul>
Computer literacy	<ul style="list-style-type: none"><li>• Proficiency in MS Office Suite (Word, Excel, PowerPoint, Outlook) is required</li></ul>
Internship-related experiences	<ul style="list-style-type: none"><li>• Previous academic or professional experience related to the themes of the position and/or in development cooperation is desirable</li><li>• Experience preparing documents in English, basic data management and analysis skills, exposure to policy making, and experience working on larger projects as a team member is an asset</li></ul>
Additional skills/requirements	<p>Desirable hard and soft skills include:</p> <ul style="list-style-type: none"><li>• Openness to and understanding of relevant cross-sectoral areas and how they are interrelated</li><li>• Strong client orientation, maintaining (mainly internal) client relationships in the face of conflicting demands or directions and providing evidence-based advice and solutions based on sound diagnosis and knowledge</li><li>• Result driven and independent work approach, proactively identifying the needed resources to accomplish results involving multiple stakeholders and finds solutions to obstacles affecting key deliverables</li></ul>



	<ul style="list-style-type: none"><li>• Ability to work with different teams, showing leadership in ensuring the team stays organized and focused, and actively seeking and considering diverse ideas and approaches.</li><li>• Clear communication, contributing to sharing of best practices, trends, knowledge, and lessons learned across units and with clients and partners</li><li>• Clear and compelling verbal and written articulation of ideas, projects overviews, etc. adapted to varying audiences</li><li>• Knowledge of regional dynamics</li></ul>
Additional comments	



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<b>Reference No.:</b>	<b>World Bank4</b>
<b>Department:</b>	<b>Urban, Resilience and Land (URL) / Africa Region (SAEU2)</b>
<b>Keyword:</b>	<b>Climate and Disaster Risk Management</b>
<b>Location:</b>	<b>Mozambique, Maputo</b>

**Section A: General Information**

Name of host organisation	The World Bank
Organisation's website	<a href="https://www.worldbank.org/en/home">https://www.worldbank.org/en/home</a>
Internship Coordinator and/or Focal Point	Lizardo Narvaez Marulanda
Supervisor	Xavier Agostinho Chavana
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<ul style="list-style-type: none"><li>• Provide technical inputs to the Mozambique Disaster Risk (DRM) Management Team related to the implementation of World Bank-financed DRM portfolios;</li><li>• Contribute to analytical work such as reviewing the relevant policy, institutional, and regulatory frameworks to shed light on roles, responsibilities, and instruments for incorporating climate change and disaster resilience considerations into urban development processes in Mozambique; the assessment of economic and fiscal impacts of natural hazards; a review of the public sector DRM expenditure, among other diagnostic activities to inform advisory services aimed at strengthening government's DRM programs and systems for post-disaster budget execution;</li><li>• Support the identification and preparation of DRM lending and grant projects, specifically as it pertains to<ul style="list-style-type: none"><li>○ preparation of project concept notes;</li><li>○ preparation of project identification documents;</li><li>○ preparation of project appraisal documents and Board</li></ul></li></ul>



	<ul style="list-style-type: none"><li>packages;<ul style="list-style-type: none"><li>○ preparation of operation manuals, procurement plans, disbursement schedules and project activity matrices;</li></ul></li><li>• Support the Mozambican DRM team in the execution of projects, specifically as it pertains to<ul style="list-style-type: none"><li>○ ensuring that all project covenants are and remain satisfied;</li><li>○ review terms of reference and bidding documents;</li><li>○ liaise with Bank fiduciary, safeguard and financial management colleagues;</li></ul></li><li>• Support the implementation of mission for the monitoring of current and proposed projects, managing key documents, such as<ul style="list-style-type: none"><li>○ mission announcement letters,</li><li>○ Aide-memoires;</li><li>○ Back-to-Office Reports; and</li><li>○ implementation Status and Completion Reports;</li></ul></li><li>• Contribute to the project team's efforts to monitor project activities and ensure proper documentation; report to management and, as necessary to donors, on Grant implementation;</li><li>• Draft technical notes, reports, terms of reference, and policy documents;</li><li>• Support the Task Team Leader (TTL) in the supervision work of consultants and technical specialists to ensure consistency and conformity to Bank standards;</li><li>• Contribute to the design and implementation of specific capacity-building activities according to client needs.</li></ul>
Training components and learning elements	<p>Being an active member of the Mozambican Disaster Risk Management and Urban Unit, the intern will gain insights and hands-on experience in the operation of a country unit at the World Bank.</p> <p>The intern will gain experience in analytical work with strong relevance for the corporative policy and operational work of the World Bank</p> <p>The intern will gain experience in cooperation with other development partners.</p>
Participation in missions or training courses	<p>In prior agreement with the supervisor, the candidate will have the opportunity to participate in the extensive World Bank training program offered in a virtual format (e-learning).</p> <p>Participation in work-related mission travel (in Mozambique) will be according to the specific work program. Normally could have a one-week mission on average every two months.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's graduate or equivalent
Enrollment duration of the internship	Not relevant
Subjects	<ul style="list-style-type: none"><li>• Economics</li><li>• Environment / Natural Resources Management</li><li>• Engineering, geosciences, mathematics/ physics</li><li>• Finance or closely related field.</li><li>• International Development</li></ul>



	<ul style="list-style-type: none"> <li>Urban Development (preferably with an emphasis on economics)</li> </ul>
Language Skills	Good knowledge of Portuguese is desirable (Professional Working Proficiency or higher)
Computer literacy	Proficiency in MS Word, Excel, and PowerPoint. Experience with statistical software packages is a plus.
Internship-related experiences	<ul style="list-style-type: none"> <li>Previous practical experience in World Bank client countries, in particular in Mozambique or Africa, is highly desirable.</li> <li>Work experience in the field of specialization, preferably (partly) in World Bank client countries.</li> </ul>
Additional skills/requirements	<ul style="list-style-type: none"> <li>Strong organizational, research, and presentation skills</li> <li>Ability to work independently after receiving initial guidance on tasks from the supervisor, and move assigned tasks forward with own inputs and innovation in coordination with the supervisor</li> <li>Be creative and innovative regarding areas of specialization and technical skills</li> <li>Experience in applied qualitative and quantitative research methods</li> <li>Ability to work under stress and to handle multiple tasks under tight deadlines</li> <li>Team player with the demonstrated ability to work collaboratively to achieve shared objectives</li> <li>Ability to travel at short notice for in-country missions, if required</li> <li>Strong interest in and ability to work in a multi-cultural work environment</li> </ul>
Additional comments	A fully equipped workplace will be provided at the headquarters WB office in Maputo. If the availability of office space is limited at the starting date of the internship, the WB will rent a satellite office near the WB headquarters.





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<b>Reference No.:</b>	<b>World Bank5</b>
<b>Department:</b>	<b>Social Sustainability &amp; Inclusion (SSI) Global Practice / Global Partnership for Social Accountability (GPSA)</b>
<b>Keyword:</b>	<b>Climate Finance &amp; Green Accountability</b>
<b>Location:</b>	<b>United States, Washington, D.C.</b>

**Section A: General Information**

Name of host organisation	The World Bank
Organisation's website	<a href="https://www.worldbank.org/en/home">https://www.worldbank.org/en/home</a>   <a href="https://thegpsa.org/">https://thegpsa.org/</a>
Internship Coordinator and/or Focal Point	
Supervisor	Mariana T. Felicio, Senior Social Development Specialist
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>The Citizen Engagement and Social Accountability Global Solutions Group (CESA GSG), part of Social Sustainability and Inclusion (SSI) Global Practice (GP) at the World Bank, brings together a vibrant community of practice from across regions and sectors to share knowledge, strengthen country programs, implementing operations, and conducting analytical work. The CESA GSG facilitates exchanges with government, academic, civil society, and other development partner groups so that World Bank staff can both learn from and inform global knowledge on citizen engagement and social accountability. As such it includes the (a) Global Partnership for Social Accountability (GPSA) and (b) the World Bank's formerly self-standing "Citizen Engagement Secretariat":</p> <p>The GPSA was established by the World Bank's Board of Directors in 2012, to expand opportunity for civil society and governments to work together to solve pressing problems and improve development outcomes. Its collaborative social accountability</p>



	<p>model facilitates engagement of citizens and civil society organizations (CSOs) with public sector institutions to promote transparency and accountability of government policies and services and improve their performance and responsiveness in alignment with the Bank's country priorities.</p> <p>The Citizen Engagement work is aimed at monitoring and advancing the implementation of the World Bank's corporate strategy, the Citizen Engagement Strategic Framework. As such, it is supporting task teams across the World Bank to incorporate citizen engagement into their project designs and to monitor the Bank's entire portfolio of investment projects to determine the extent to which that World Bank is achieving its corporate objectives.</p> <p>Currently, there is a new vision and mission for the Bank and the GPSA as such will be renewed in 2026 to strengthen the use and impact of citizen engagement and social accountability approaches in country strategies, projects and analytical work. Findings from an analytical report that assessed the World Bank's performance with its commitments to the citizen engagement and social accountability agenda between 2014 to 2023 , and an external evaluation conducted on the GPSA implementation, provide a strong basis for re-positioning the World Bank in a renewed engagement. This is also a time when a new trust fund to finance civil society is being conceived and it will build on the pilot work being launched on "Green Accountability". Green accountability is a new model to develop systems and programs to enhance transparency, participation and accountability of climate finance and action select countries with the potential to scale up. Also, the program entails the deployment of a global knowledge hub and innovation accelerator for green accountability and introduce enabling digital technologies.</p> <p>The Carlo Schmid Fellow will be supporting the team during this exciting time across all work streams with focus on following activities:</p> <ul style="list-style-type: none"><li>• Establishment of Funding Mechanism to CSOs (30%): Support the CESA/GPSA team to set up a new funding mechanism to fund civil society organizations globally that support transparency, accountability, and participation principles. The new mechanism will establish a platform approach bridging Northern and Southern voices to co-create development solutions in different thematic areas and providing voice and agency to typically excluded and/or marginalized groups, (ie., indigenous people, disabled, etc).</li><li>• Operations and capacity-building (20%): Support the supervision and capacity development of the programmatic Green Accountability Project and ongoing GPSA grants led by CSOs across sectors and around the globe to find and build synergies between civil society-led social accountability and ongoing public sector reforms.</li><li>• Building partnerships (30%) to amplify the diversity and collective knowledge of GPSA's networks, which can deliver collaborative approaches beyond direct GPSA grants, provide a global platform that enables networking, knowledge exchange, and learning and increases recognition for the value of collaborative social accountability to governance and development. This may include the support of flagship events,</li></ul>
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	<p>such as preparing the Global Partners Forum 2025 and key webinars. Developing a strategic plan for social accountability and citizen engagement working closely with key World Bank and external partners. Such work may include support for the organization and dissemination of knowledge activities, and assistance in the production of materials and publications.</p> <ul style="list-style-type: none"> <li>• Communications (20%): Support the publication of outreach and promotional materials on GPSA. This includes but is not limited to: assisting with the production of online communications; as well as assistance on web development and assistance on media outreach.</li> </ul> <p>The work program will entail collaborating closely with CESA staff, consultants, grant partners, external stakeholders, and World Bank other GPs, citizen engagement focal points and other Global Leads to further operationalize social accountability and Citizen Engagement across SSI and other GPs.</p>
Training components and learning elements	<p>The intern will acquire knowledge on:</p> <ul style="list-style-type: none"> <li>• Citizen engagement, social accountability, green accountability</li> <li>• The work of international, regional, national and local state and civil society organizations in different sectors and regions.</li> <li>• The intern will acquire skills in:</li> <li>• Grant-making, project management</li> <li>• Donor relations and fundraising</li> <li>• Communications and social media</li> </ul>
Participation in missions or training courses	<p>No travel is planned. World Bank training courses are available and might be envisaged based on the skills and interests of the selected candidate. In addition, the intern will have the opportunity to participate in meetings, workshops and webinars organized or facilitated by the GPSA and its Global Partners such as international and national organizations and research institutions working on social accountability.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	Public Policy, Political Science, Economics, Law, Social Sciences, International Development, or related Discipline.
Language Skills	Knowledge of a second UN language is an asset but not essential.
Computer literacy	Excellent standard computer skills (Microsoft Word, Excel, PowerPoint).
Internship-related experiences	Academic and professional experience in social development and/or social accountability, and climate change/ finance, preferably in a developing country, is required.
Additional skills/requirements	Strong writing and analytical skills, attention to detail; A good team player and able to work independently in fast-paced environment.
Additional comments	The specific work program will be agreed upon between the Carlo Schmid Fellow and the Task Team Leader. The Carlo Schmid Fellow will report to the Task Team Leader/ Senior Social Development Specialist, under the overall supervision of the GPSA



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	Program Manager.
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**Reference No.:** World Bank6

**Department:** Global Transport Unit  
**Keyword:** Climate Change, Energy and Maritime Transport

**Location:** United States, Washington, D.C.

**Section A: General Information**

Name of host organisation	The World Bank
Organisation's website	<a href="https://www.worldbank.org/en/home">https://www.worldbank.org/en/home</a>
Internship Coordinator and/or Focal Point	Maximilian Weidenhammer
Supervisor	Dominik Englert
Second Supervisor	Rico Salgmann

**Section B: Placement Offer**

Dates and duration of the internship	02.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Context: Around 80 percent of goods traded worldwide are carried by ships. Shipping is vital for global trade and the economic development of countries. At the same time, maritime transport is responsible for about 3 percent of global greenhouse gas emissions. Under a business-as-usual scenario, these emissions are expected to rise by 50-250 percent until 2050. Recently, the International Maritime Organization (IMO) has increased their emissions reductions targets for global shipping to reach net zero emissions by 2050. By 2030, at least 5 percent of energy used onboard ships should have zero emissions. This presents a major challenge, but also a significant opportunity for many developing countries.</p> <p>The World Bank based in Washington D.C. supports shipping's decarbonization process which implies exploiting existing energy potential and developing new zero-carbon bunker fuels (e.g., green hydrogen/ammonia, methanol, biofuels, electrification). For this purpose, the World Bank closely collaborates with governments, the maritime industry, non-governmental</p>



	<p>organizations, and academia to raise awareness and advocate, develop targeted analytics and inform the policy-making process at the IMO.</p> <p>Tasks:</p> <ul style="list-style-type: none"> <li>• Liaise with maritime stakeholders and coordinate the World Bank's stakeholder engagement;</li> <li>• Liaise and collaborate with related UN agencies such as the IMO and UNCTAD;</li> <li>• Collaborate with contractors who develop specific knowledge products (e.g., on maritime transport costs, on zero-carbon fuels, on market-based instruments, on the impacts of climate policies in shipping on small island developing states and least developed countries) and develop own analytics;</li> <li>• Contribute to flagship publications relating to decarbonizing maritime transport, such as carbon pricing or energy efficiency measures;</li> <li>• Develop public communication on low-/zero-carbon shipping (e.g., in blogposts, briefings, social media posts);</li> <li>• Prepare and facilitate World Bank participation in high-level events such as IMO meetings, COP, industry summits and high-level government fora;</li> <li>• Support the World Bank's client country engagement and on the-ground work relating to the production of zero-carbon bunker fuel production; and</li> <li>• Help with day-to-day operations (scheduling, documentation, accounting, etc.).</li> </ul>
Training components and learning elements	<p>The successful candidate will, throughout the internship, have access to:</p> <ul style="list-style-type: none"> <li>• World Bank's open learning campus with hundreds of hard skills classes on development, transport, climate change etc. and soft skills courses;</li> <li>• Regular webinars, brown bag lunches and learning fora on development, transport, climate change, etc.; and</li> <li>• Specific shipping and climate change related events.</li> </ul> <p>Furthermore, the intern will acquire skills in the fields of:</p> <ul style="list-style-type: none"> <li>• day-to-day communication in an international environment and diplomatic protocol;</li> <li>• evidence-based policy making;</li> <li>• academic research and scientific writing;</li> <li>• effective policy communication; and</li> <li>• working principles of an international organization.</li> </ul>
Participation in missions or training courses	<p>It is planned that the successful candidate will be offered participation in diplomatic negotiations (at the IMO), site visits to potential production sites of zero-carbon bunker fuels as well as attending high-level industry events.</p>

## **Section C: Required Qualifications**

Academic background at least	Bachelor's graduate or equivalent
Enrollment duration of the internship	No
Subjects	We encourage applications from various disciplines (e.g., international relations, communications, economics, law, business,



	marine engineering, naval architecture, nautical sciences, transport, energy, environmental science etc.) with an interest in international shipping. Any practical experience in maritime or related to climate change is valued, but not a pre-requirement for applying.
Language Skills	The candidate needs to be fluent in English. Proficiency in any other UN working language is a plus, but not required.
Computer literacy	Skills in MS Office are a prerequisite with preferably good knowledge of MS Excel.
Internship-related experiences	We encourage applications from candidates with prior internship/work experience in an international environment. Internship experience in the maritime sector is welcomed, but not a requirement.
Additional skills/requirements	The candidate should have a strong interest in working for an international organization, the UN system, or international affairs in the long term.
Additional comments	





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<b>Reference No.:</b>	<b>World Bank7</b>
<b>Department:</b>	<b>Social Protection and Jobs Global Practice, Global Solutions Group for Labor and Skills</b>
<b>Keyword:</b>	<b>Labor Market, Skills and Jobs</b>
<b>Location:</b>	<b>United States, Washington, D.C.</b>

**Section A: General Information**

Name of host organisation	The World Bank
Organisation's website	<a href="https://www.worldbank.org/en/topic/socialprotection">https://www.worldbank.org/en/topic/socialprotection</a>
Internship Coordinator and/or Focal Point	Matteo Morgandi
Supervisor	Loli Arribas Banos
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 - 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p>Global Solutions Groups (GSGs) operate within the Social Protection and Jobs Global Practice. Their role is to ensure the flow of knowledge across Regions and Country teams, for more effective country engagements and to position the contribute to the international debate. GSGs have a key role in identifying innovations that have the potential as global public goods, support their implementation at scale, and promote cross-regional learning. The facilitation of each GSG is in the hands of the Global Leads supported by a junior staff. The fellow will contribute to the analytical and advisory work of the GSG in a range of analytical activities, knowledge generation, and knowledge curation, that can inform policies for better functioning of labor markets and for improving employment outcomes of regional teams. Duties and responsibilities include:</p> <ul style="list-style-type: none"><li>• contribute to components of analytical reports in the area of labor market, skills and jobs (involving microdata analysis, literature review,</li></ul>



	<ul style="list-style-type: none"> <li>• design of instruments for surveys, research of international experiences by collecting information on good practices from regional and country teams, and analysis of implementation.</li> <li>• Contribute to the production of policy briefs and presentations that translate research and state of the art knowledge in digestible material for client governments, task team leaders and the broader WB audience</li> </ul>
Training components and learning elements	<p>By the end of the fellowship, fellows can expect to:</p> <ul style="list-style-type: none"> <li>• Have contributed to one co-authored published report or study, provided inputs are substantial, with recognized WB experts</li> <li>• Developed understanding of policy areas in labor and skills, through exposure to relevant literature, participation in technical discussions and interaction with specialists within the WB</li> <li>• Gaining experience of working on large datasets that the World Bank has access to, as part of the work program, if candidate has adequate analytical skills</li> <li>• Periodic meetings for mentoring and feedback on produced work</li> <li>• Regular attendance to knowledge events, experts presentations</li> <li>• Past fellows used the program also as an opportunity to identify promising line of research for future studies,</li> </ul>
Participation in missions or training courses	<p>The fellow can expect to participate in at least one of the training opportunities offered by the WB, including annual conferences, Core Courses on Labor and Jobs or Social Protection, besides the opportunity to attend the numerous weekly brown bag seminars held by policymakers and technical staff. Mission Travel may occur for one international learning or conference events to which fellow contributed, based on the annual program cycle.</p>

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	No
Subjects	<p>Economics, Public Policy, Data Science and related fields that include quantitative analytical coursework</p> <p>Other backgrounds considered only if candidate has background or experience closely-related to public policies in labor and skills (such as analysi</p>
Language Skills	No other language required besides English
Computer literacy	<p>MS Office essential (Word, Excel, Powerpoint)</p> <p>Knowledge of STATA and other statistical software (R, Python) a very strong advantage</p> <p>Experience in microanalysis of microdata, such as household surveys, labor force surveys, or administrative microdata highly desirable, demonstrated by prior work or academic coursework</p>
Internship-related experiences	<ul style="list-style-type: none"> <li>• A clear interest in the thematic areas of this unit (social and labor policies), passion for development work is essential for the fellow to thrive in the organization and during their stay</li> <li>• Prior internship experience in working in think tank, research institution, public sector office, or private company in areas</li> </ul>



	related to labor markets, social policy desirable for the candidate to build on and contribute substantially. This however is not a strict requirement, especially if the candidate receive already some academic training in these topics. Field experience in a developing country also a good plus.
Additional skills/requirements	Writing skills, as shown by previous academic coursework or professional outputs in English, are key <ul style="list-style-type: none"><li>• Ability to work in fast-paced environment, delivery within agreed upon deadlines, self-starting problem-solving oriented attitude</li><li>• Solid inter-personal skills, willingness to work in teams and on multiple tasks</li></ul>
Additional comments	Supervisor has established experience working with past CSF program and is committed to professional and career development of fellows based on their potential. Past fellows used their experience at the Bank to access substantial PhD programs, or to conduct additional paid consulting work for the same global practice



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<b>Reference No.:</b>	<b>World Bank8</b>
<b>Department:</b>	<b>Social Sustainability and Inclusion Global Practice, Western and Central Africa</b>
<b>Keyword:</b>	<b>Social dimensions of climate change</b>
<b>Location:</b>	<b>United States, Washington, D.C.</b>

**Section A: General Information**

Name of host organisation	The World Bank
Organisation's website	<a href="https://www.worldbank.org/en/topic/socialprotection">https://www.worldbank.org/en/topic/socialprotection</a>
Internship Coordinator and/or Focal Point	Ann-Sofie Jespersen
Supervisor	Ann-Sofie Jespersen
Second Supervisor	

**Section B: Placement Offer**

Dates and duration of the internship	01.09.2024 – 28.02.2025, 6 months
Detailed description of the internship project(s); tasks assigned	<p><b>POSITION</b></p> <p>The Social Sustainability and Inclusion Global Practice (SSI GP) has a growing work program in West and Central Africa, encompassing project loans and grants, advisory and analytical programs and active partnerships supporting a wide range of engagements focusing on fragility, conflict and violence (FCV); social cohesion and resilience; women empowerment and gender equality, social inclusion, citizen engagement and social accountability; and social risk management. SAWS1, one of the two SSI GP units in West and Central Africa, is looking to recruit a Carlo Schmid Fellow to support our operational engagement and analytical engagement in Nigeria, Cameroon and Ghana Country Management Units (CMUs), focusing on the social dimensions of climate change.</p> <p>As a Fellow, you will play a crucial role in supporting the SAWS1 team. Your responsibilities will include assisting in the operationalization of the social dimensions of climate change in</p>



	<p>large, complex activities led by the SSI GP. You will focus on the following specific areas:</p> <ul style="list-style-type: none"><li>• Contribute to the Unit's briefs, power points, blogs, strategy documents, and papers on critical social development issues for both internal and external audiences.</li><li>• Contribute to the elaboration of strategies, project concept and policy analysis relevant to the work in the region.</li><li>• Undertake country-level background research for policy notes and Country Climate and Development Report on the social dimensions of climate change.</li><li>• Support country and regional engagement on operationalizing the social dimensions of climate change in operations in Nigeria, Cameroon, and Ghana CMUs, including supporting the development of Project Implementation Manuals with models for locally led climate action (e.g. participatory climate risk assessments, local climate action plans).</li><li>• Support and actively participate to the Bank-wide professional community of staff and external communities of practice engaged in social sustainable and inclusive development by participating in thematic groups, exchanging best practices, and drafting technical notes.</li></ul> <p>Background: World Bank Do you want to build a career that is truly worthwhile? Working at the World Bank provides a unique opportunity for you to help our clients solve their greatest development challenges. The World Bank consists of two entities – the International Bank for Reconstruction and Development (IBRD) and the International Development Association (IDA). It is a global development cooperative owned by 189 member countries. As the largest development bank in the world, the World Bank provides loans, guarantees, risk management products, and advisory services to middle-income and creditworthy low-income countries, and coordinates responses to regional and global challenges. For more information, visit <a href="http://www.worldbank.org">www.worldbank.org</a>. Western and Central Africa (AFW) Region We need the best and brightest talent focused on Sub-Saharan African countries in order to harness the potential and innovation happening across the continent. Africa is a continent on the move, with a young population and a growing market of nearly 1.2bn people. We are committed to making the Africa regional teams into leading innovation hubs. Yet, these vast opportunities are tempered by persistent gaps in education, health, and skills, which have Africa only reaching forty percent of its estimated potential. Moreover, conflict, food insecurity, population growth, and the disruptive forces of climate change threaten to curtail or even reverse the progress that has been made over the past decades. In West and Central Africa, the World Bank is a leading partner with a growing portfolio of 387 projects totaling more than \$44.1 billion in areas such as agriculture, trade and transport, energy, education, health, water and sanitation- all to support job creation, gender equality, poverty reduction, and better lives. Across the continent, the World Bank's program has nearly doubled over the last 10 years. By 2030, about 87% of the world's extreme poor are projected to live in Sub-Saharan Africa, so this is where our</p>
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	<p>mission to end extreme poverty and to promote shared prosperity will be achieved. Western and Central Africa (AFW) Region: <a href="https://www.worldbank.org/en/region/afr/western-and-central-africa">https://www.worldbank.org/en/region/afr/western-and-central-africa</a></p> <p>The Sustainable Development Practice Group</p> <p>The Practice Group helps countries tackle their most complex challenges in the areas of Agriculture and Food; Climate Change; Environmental and Social Framework (ESF); Environment, Natural Resources and Blue Economy; Social Sustainability and Inclusion; Urban, Resilience and Land Development; and Water.</p> <p><b>SOCIAL SUSTAINABILITY AND INCLUSION GLOBAL PRACTICE</b></p> <p>The Social Sustainability and Inclusion Global Practice helps countries tackle deep rooted social problems stemming from fragility, climate change, exclusion, and the digital age with people centered solutions that build on local values and institutions. The Practice engages with citizens, communities and governments to deepen resilience, build inclusion, and empower vulnerable and marginalized groups to have influence and voice. It prioritizes participatory, multi-sectoral approaches that build on norms and informal institutions to address social challenges and to build more inclusive, empowered communities. Are you ready to make an impact? We are looking for dedicated professionals to join our innovative and diverse team to improve people's lives</p>
Training components and learning elements	<ul style="list-style-type: none"><li>The Fellow will have access to the World Bank's Open Learning Campus, and be expected to complete trainings on the social dimensions of climate change. The Fellow will have access to other trainings in the Open Learning Campus, including the full range of themes under social inclusion (e.g. social cohesion, fragility, gender) and climate related trainings. The fellow will be expected to join the SSI GP regular trainings (e.g. weekly knowledge series).</li></ul>
Participation in missions or training courses	Mission participation will depend on operational demand, and will be determined during the internship. Training participation will be encouraged on the social dimensions of climate change.

## **Section C: Required Qualifications**

Academic background at least	Master's student
Enrollment duration of the internship	Yes
Subjects	Social sciences (gender studies, anthropology, sociology, social development, public health, conflict and violence prevention etc.); climate change and environmental studies
Language Skills	
Computer literacy	High level of Word and Power Point literacy. Excel skills and data management skills are encouraged.
Internship-related experiences	Understanding of the social dimensions of climate change, experience in/having lived in developing countries, experience working with CSOs.
Additional skills/requirements	



Additional comments	Supervisor has established experience working with past CSF program, and is committed to professional and career development of fellows based on their potential. Past fellows used their experience at the Bank to access substantial PhD programs, or to conduct additional paid consulting work for the same global practice
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