



Terms of Reference
Internship with Strategy Development
Strategy, Collaboration, and Communication Unit, SDM

Period: Four months within the period of January to end August 2015

Background

The United Nations Framework Convention on Climate Change (UNFCCC) is the basis of the intergovernmental negotiating process to address the global problem of climate change. That process is serviced by the Climate Change Secretariat (“the secretariat”), located in Bonn, Germany.

The secretariat supports the implementation of the Convention and its Kyoto Protocol through a range of activities, including substantive and organizational support to meetings of governments. In this context, it organizes major conferences at locations around the world, provides web-based services to clients in 189 countries and operates various mandated information systems supporting the Kyoto Protocol’s market-based mechanisms. The UNFCCC secretariat is institutionally linked to the United Nations and administered under United Nations Rules and Regulations. It currently has about 500 staff, including short-term staff, consultants and visiting experts from all over the world.

The SDM programme supports the three Kyoto Protocol mechanisms – the Clean Development Mechanism (CDM), Joint Implementation (JI) and International Emissions Trading – as well as the elaboration of new mechanisms under the Convention – Framework for Various Approaches, Non-Market-Based Approaches and the New Market-Based Mechanism.

Purpose

The internship assignment is with the Strategy Development team in the Strategy, Collaboration, and Communication Unit in SDM. The team is responsible for research and development on the areas of carbon market and policy, mechanisms for climate change mitigation and external engagement, among other tasks. The team also provides support in all matters related to strategy development for the mechanisms and its related issues. This includes, *inter-alia*, monitoring and analysing domestic climate change policy, supporting the negotiations process and engaging with policy-makers and stakeholders. Under the direct supervision of the Team Lead, the intern will closely work on developing internal documents on climate change policy development.

Tasks

- Analysis of domestic policy and policy development and compiling an analysis into reports;
- Research related to market-based instruments for climate change mitigation;
- Identification and summarizing of climate change research papers and national climate change policies.

Requirements



- **Education: Completed first level** University degree, and currently enrolled in a postgraduate degree in economics, environmental science, engineering or related field.
- **Language skills:** Fluency in both written and verbal English is essential
- **General requirements:**
 - Proficiency in MS Office (Word, Excel, PowerPoint) required.
 - Strong research skills
 - Experience of reading technical documentation
 - Attention to detail

Application process:

Applicants are invited to send their updated CV and a motivation letter to internship@unfccc.int with the e-mail title of "Application to the internship assignment in SDM programme". You may be contacted to provide additional documents such as certificate of enrolment. Selection process may include telephone or Skype interview. Due to high number of applicants, only short-listed candidates will be contacted.



Learning areas

- During the period of the internship, a successful applicant will develop a deep understanding of the regulation of climate change through the use of market based responses at both the international and the national levels; further develop their research skills to identify and analyse national and international climate change policies and learn about the range of financial instruments that are being developed to deliver climate finance around the world.

Requirements

- **Education: Completed first level** University degree, and currently enrolled in a postgraduate degree in international relations, environmental policy, law or economics.
- **Language skills:** Fluency in both written and verbal English is essential. Fluency in other languages is an asset. A working knowledge of Chinese or Spanish is desirable.
- **General requirements:**
 - Strong drafting skills
 - Understanding of environmental diplomacy, environmental law, environmental policy and/or environmental economics
 - Good analytic skills
 - Understanding of the international negotiations in relation to climate change is desirable