



Internship Assignment

**Sustainable Development Mechanisms (SDM) Programme
Global Climate Action (GCA) unit
Action for Climate Empowerment (ACE)**

Announcement number	Application deadline	Duration of assignment
18/Intern66/SDM_ACE Research Education	16 December 2018	Two to six months, starting Jan/Feb 2019

Background

The United Nations Framework Convention on Climate Change (UNFCCC) is the focus of the political process to address Climate Change. The Convention secretariat supports the Convention and its Kyoto Protocol through a range of activities, including substantive and organizational support to meetings of the Parties.

Global Climate Action supports implementation of the Paris Agreement by enabling collaboration between governments and the cities, regions, businesses and investors that must act on climate change. Its mission is to step up collaboration between governments and key stakeholders to immediately lower emissions and increase resilience against climate impacts. These actions will be guided by the long-term goals of the Paris Agreement and undertaken in the context of the 2030 Agenda for Sustainable Development. Global Climate Action has a particular focus on immediate climate action between now and 2020 to support the success and overachievement of the Nationally Determined Contributions (NDCs) and National Adaptation Plans (NAPs). It aims to take ambition to new heights and will also look to spur new climate action in areas of untapped potential.

Action for Climate Empowerment (ACE) places great importance on promoting education, training and public awareness at both global and local level, whether it be school or university students, teachers, workers, farmers, government officials, investors or business leaders.

Objectives of the internship assignment

Under the supervision of the UNFCCC secretariat Education and Youth Focal Point, and in close collaboration with staff members of the GCA unit, the intern will support the implementation of the Doha work programme on Article 6 of the Convention on matters related to youth, education, training, public awareness, public participation, public access to information, and international cooperation.

The particular functions are:

- Assist the GCA team in organizing and preparing youth and education events in 2019;
- Assist with the preparation of official ACE documents and reports related to youth, education, training, public awareness, public participation, public access to information and international cooperation;
- Conduct research and prepare inputs for reports on matters related to youth, education, training, public awareness, public participation, public access to information and international cooperation;
- Prepare other written outputs such as agendas, meeting summaries, website content, formal correspondence, invitation letters, power point presentations;



- Maintain, update and upgrade the database of National Focal Points on Action for Climate Empowerment (ACE NFPs);
- Support the continuous communication with Action for Climate Empowerment stakeholders, including the ACE NFPs, representatives of Youth Constituency, partners through the ACE email account;
- Assist in other tasks being carried out by the GCA unit as required.

Timeframe

The internship is for a period of two to six months. The exact period will be determined based on the availability of the intern, the needs of the programme, and the intern's on-going university enrolment and performance.

Requirements

- Candidates must have completed an undergraduate degree and be enrolled in a graduate programme of studies at a recognized university at the time of application and for the duration of the internship;
- Candidates must be fluent in English and have strong writing, analytical and research skills;
- Studies in the field of **social or environmental science, public policy, public relations and governance** are preferred;
- Prior exposure to another UN organization, Inter-governmental Organization and/or youth organization is an asset.

Internship conditions

UNFCCC secretariat internships are not remunerated and the selected intern will be responsible for all costs before, during and after the internship assignment. Interns of the UNFCCC secretariat are not considered to be staff members. The selected intern will work on a full-time basis (40 hours per week) at the UNFCCC premises in Bonn, Germany. For more detailed information about UNFCCC Internship programme please visit the internship section on our recruitment [webpage](#).

Application procedure

Candidates who are interested in this assignment and meet the minimum requirements must use the [on-line application system](#) and **include a cover letter**. Due to the high number of applications, only candidates under serious consideration will be contacted for a telephone interview.