



## Internship Assignment

Adaptation Programme  
Impacts, Vulnerability and Risks subprogramme

Application deadline	Announcement number	Duration of assignment
06 October 2017	17/Intern42/Adaptation Loss and Damage	Three to six months

### 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.

The Adaptation Programme leads the work related to addressing the adverse effects of climate change and that relates to the science of climate change at the Climate Change Secretariat. The Impacts, Vulnerability and Risks (IVR) subprogramme, under the Adaptation Programme, is responsible for work on approaches to address loss and damage associated with climate change impacts in developing countries that are particularly vulnerable to the adverse effects of climate change (loss and damage); and the Nairobi work programme on impacts, vulnerability and adaptation to climate change. Work on loss and damage supports the operationalization of the Warsaw International Mechanism on Loss and Damage associated with Climate Change Impacts, including through the implementation of the workplan of the Executive Committee of the Warsaw International Mechanism.

### Objectives of the internship assignment

The intern will work with the members of the IVR subprogramme and under the supervision of the lead officer for the loss and damage workstream.

### The particular functions are:

The intern is expected to contribute to the work under the loss and damage workstream. The intern will perform a range of activities related to knowledge management and general technical support tasks, including but not limited to:

- Carry out web-based research and literature review on specific topics in order to support the preparation of knowledge products, mandated documents and outreaching/information material;
- Maintain, update, and where needed, develop, databases and other online material with the information provided by stakeholders in the context of implementation of the workplan of the Executive Committee of the Warsaw International Mechanism;
- Maintain and improve relevant sections of the webpages on loss and damage within the UNFCCC website;
- Participate in and assist any meetings and events organized under the loss and damage workstream;



- Participate in activities of the Adaptation Programme, including attending staff meetings, with a view to gaining understanding and insights into issues under other adaptation workstreams, the workings of the UNFCCC and its organizational culture.
- Assist in activities requested by IVR subprogramme manager and Adaptation Programme director as needed.

### Timeframe

The internship is for three to maximum six months, **within the period between 01 January 2018 and 31 December 2018**. The exact period will be determined based on the availability of the intern and the needs of the subprogramme. There is the possibility of an extension, subject to the intern's university enrolment and performance. The selected intern will work onsite at the UNFCCC campus in Bonn, Germany.

### Minimum requirements

Candidates must have completed an undergraduate degree and be enrolled in a Master's programme at a recognized university at the time of application and for the duration of the internship. Candidates must be fluent in English (both oral and written) and have strong writing and note-taking skills. Studies in the fields of climate change, economics, development studies, environmental sciences, international relations, finance, human mobility/migration, or other related fields with good understanding of climate change, are preferred.

### 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 internships 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. Closing date for application: **06 October 2017**.