



**United Nations**  
Framework Convention on  
Climate Change

**Remote or In-person Internship Assignment**

**Transparency Division**

MRV/ETF Reporting and Review subdivision

| Application deadline | Announcement<br>Number | Expected date     | Duration of<br>assignment |
|----------------------|------------------------|-------------------|---------------------------|
| 15 October 2024      | 24/Intern36/T/AFOLU    | From January 2025 | 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 UNFCCC secretariat supports the Convention, its Kyoto Protocol and the Paris Agreement through a range of activities, including substantive and organizational support to meetings of the Parties and the implementation of commitments. It is a dynamic organization working in a politically challenging environment to help resolve one of the defining environmental issues of our time.

The **Transparency Division** supports the intergovernmental process related to the MRV (measurement, reporting and verification) system under the Convention and the Kyoto Protocol, and the ETF (enhanced transparency framework) under the Paris Agreement, including by providing technical assistance to developing countries and training to experts engaged in the reporting, review and analysis processes. It supports work on relevant methodological issues, including in relation to greenhouse gas (GHG) inventories, REDD-plus, agriculture, land use, land-use change and forestry (LULUCF), IPCC guidelines and common metrics. It also maintains a transparency data hub, which includes data and information management and analysis.

**Where you will be working**

You will be working in the **Agriculture, Forestry and other Land Use (AFOLU) Unit** of the MRV/ETF Reporting & Review Subdivision. The overall purpose of the latter is to support all Parties in the implementation of reporting and review under the current MRV system, including international consultation and analysis (ICA), GHG inventories, international assessment and review (IAR) and REDD+ activities, as well as overall coordination of negotiations on MRV, ETF, GHG inventories, REDD+, agriculture and LULUCF aspects. Additionally, the subdivision will facilitate the implementation of the ETF, including biennial transparency reports and tracking progress on NDC achievement and GHG inventories under the Paris Agreement.

The MRV/ETF Reporting and Review Subdivision consists of four units:

1. Biennial Reports (BRs) and National Communications (NCs) Reporting/Review and MA Unit (BR/NC Unit);
2. Biennial Update Report (BUR) reporting/Analysis and FSV Unit (BUR Unit);
3. GHG Inventories Reporting/Review Unit (Inventory Unit);



#### 4. REDD+, Agriculture and LULUCF (Land use, Land-use Change and Forestry) Unit (AFOLU Unit).

##### Objective of the internship and responsibilities

You will provide support to the intergovernmental climate change process on issues related to LULUCF, agriculture and the reduction of emissions from deforestation and forest degradation in developing countries (REDD+). You will help the unit gather and work with thorough and updated analyses of evidence available in its area of responsibility, reinforce its communication work, both toward non-specialist audiences and more directly interested stakeholders.

##### Particular functions

Under the guidance of the programme officer, the intern is expected to contribute to perform a range of activities related to climate change, LULUCF, agriculture and REDD+, including but not limited to:

- Gather, research, analyze and present background information related to LULUCF, agriculture and REDD+;
- Analyze, structure and present technical information related to LULUCF, agriculture and REDD+ contained in different publications, such as IPCC reports or Parties' submissions of Nationally Determined Contributions (NDCs) and long-term strategies;
- Prepare communication material on AFOLU and REDD+ for non-specialist audiences;
- Reinforce the role of the UNFCCC secretariat in the circulation of specific information among stakeholders interested in the implementation of the Warsaw framework for REDD+;
- Support programme officers in preparing for climate change conferences, technical assessments of REDD+ reference levels and technical analysis of REDD+ results, as requested;
- Assist the AFOLU unit in other tasks as they may arise.

##### Learning Areas

During the period of the internship, the intern will develop a deep understanding of:

- Intergovernmental negotiation processes;
- The Paris Agreement and its aims;
- The work of the UNFCCC secretariat;
- The Warsaw framework for REDD+.

##### Timeframe

**The remote or in-person internship (in the UNFCCC secretariat offices in Bonn, Germany) is for a period of minimum three months to maximum six months**, starting between January and March 2025. The exact period will be determined based on the availability of the intern and the needs of the AFOLU unit.



### Minimum requirements

Candidates **must be enrolled** in the last year of an undergraduate degree OR in a Master's or PhD 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. Knowledge of additional UN languages would be welcome. Studies in the fields of **forestry, natural resources management, agriculture, nature conservation, geography, development studies, biology**, or other related fields with good understanding of **land-use and climate change**, are preferred. Familiarity with the management of forums and of tools to create infographics and videos would be very appreciated too.

### Computer requirements

If the candidate opts for a remote internship, the candidate will require a **laptop or desktop PC** (with Windows 10 or newer) or **Mac** (with the latest MacOS update), as well as a **reliable, high-speed internet** connection. An Office 365 license will be provided by the UNFCCC to enable the candidate to access official emails, SharePoint, OneDrive and other office applications, such as Word and Excel.

Further computer requirements:

- An antivirus application which receives regular updates;
- Browsers must be a newer version with regular updates enabled;
- Regular Windows 10 updates should be enabled with Windows laptop or PC.

In addition, a **mobile phone** will be required to enable Multifactor Authentication (MFA) through SMS or the Authenticator App.

### 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 either in the office or remotely on a full-time basis (40 hours per week). 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.