



Internship Assignment

Sustainable Development Mechanisms (SDM) Strategy and Relationship Management unit Stakeholder and Regional Support (SRS)

Announcement number	Duration of assignment	Application deadline
18/Intern23/SDM-Stakeholder and Regional Support	Three to six months (between January and August 2018)	3 June 2018

Background

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

The Sustainable Development Mechanisms (SDM) programme is leading in the development and effective implementation of innovative approaches to broaden the engagement in and effectiveness of action to mitigate climate change and drive sustainable development. SDM supports the operationalization of the cooperative approaches established by Article 6 of the Paris Agreement and broader efforts to engage non-Party stakeholders in climate action. SDM manages the NAZCA platform, supports the COP Presidencies' Climate Action Champions and supports the implementation of the three Kyoto mechanisms - the Clean Development Mechanism (CDM), Joint Implementation (JI), and International Emissions Trading (IET).

Objectives of the internship assignment

The internship assignment is with the Stakeholder and Regional Support (SRS) team in the Strategy and Relationship Management unit in SDM. The team is responsible for:

- i) overall coordination of the Nairobi Framework Partnership (NFP), a partnership established in 2006 by UN Secretary General Kofi Annan, coordinated by UNFCCC, with participation of a range of UN organizations and other international organizations, to support developing countries in preparing and implementing their plans to address climate change, called Nationally Determined Contributions (NDCs) under the Paris Climate Change Agreement;
- ii) support to the Regional Collaboration Centers (RCC), which are partnerships with regional development banks and other institutions, designed to help under-represented regions increase their attractiveness and potential for CDM by building their capacity and reducing the risk for investors. These centres are intended to support the identification of CDM projects, provide assistance for the design of such projects, address issues identified by validators, and offer opportunities to reduce transaction costs;
- iii) developing capacity among all (SDM) stakeholders.

Under the direct supervision of the Associate Programme Officer and the overall guidance of the team lead of the SRS team, the intern will produce and provide substantive data, statistics, analysis and reports.

The particular functions are:

1. Support the design and implementation of the NFP work programme. For this task the intern will:
 - o Plan specific sessions to be developed under the Regional Climate Weeks (including designing the session concept, identifying panellists and moderators and related contact details, and sending invitations);
 - o Maintaining and updating the NFP website accordingly with the latest developments (including promotion of the events and proposing improvements to the page); and



- Liaise with other teams in SDM and across the secretariat responsible for partnership management to find areas of collaboration related to the delivery of the NFP's work programme.
- 2. Support the RCCs activities by:
 - Generating reports and statistics related to a number of projects supported by each region and their status update;
 - Analyse consistency of SharePoint sites in terms of content, particularly the technical element (projects, standardized baselines (SBLs)) and generating a report on areas for improvement.

Learning areas

During the period of the internship, a successful applicant will develop a deep understanding of the issues relating to major climate change players and project implementation; further develop their research and SharePoint skills and get an understanding of matters relating to the implementation of capacity building policies and project activities.

Timeframe

The internship is for a period of three to a maximum of six months; the exact period will be determined based on the availability, performance and ongoing enrolment of the intern and the needs of the programme. 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 postgraduate degree at a recognized university at the time of application and for the duration of the internship;
- Studies in the fields of international relations, environmental policy and management, project and conference management or economics/finance and business administration are preferred;
- Candidates must be fluent in English (both oral and written). Knowledge of other languages is an asset. A working knowledge of other UN languages is desirable.

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.