



Two Internship Assignments

Adaptation Programme
Science and Review subprogramme

Application deadline	Announcement number	Duration of assignment
21 January 2018	17/Intern67/Adaptation-Science and Review (2)	Three months (flexible) to start no later than March 2018 and to end no earlier than mid-May 2018

Background

The United Nations Framework Convention on Climate Change (hereinafter UNFCCC or ‘the Convention’) is the focus of the political process to address climate change. The UNFCCC secretariat supports the Convention, its Kyoto Protocol, and the Paris Agreement¹ through a range of activities, including substantive and organizational support to meetings of the Parties and the subsidiary and constituted bodies.

The interns will work within the Science and Review (S&R) subprogramme, which is situated within the Secretariat’s Adaptation Programme. The S&R subprogramme consists of various work streams, including: research and systematic observation; the periodic review, and the global stocktake under the Paris Agreement; as well as liaison with the Intergovernmental Panel on Climate Change (IPCC).²

Under the overall guidance of the *Manager, Science and Review (S&R) subprogramme, Adaptation Programme*, one intern will be supervised by the S&R programme officer leading the research and systematic observation workstream, the other intern will be supervised by the S&R programme officer leading the global stocktake workstream. The interns will also work closely with other staff of the S&R subprogramme, the Adaptation Programme, and other members of the secretariat as appropriate.

Organizational setting and reporting

Under the overall guidance of the *Manager, Science and Review (S&R) subprogramme, Adaptation Programme*, **one intern** will be supervised by the S&R programme officer leading the research and systematic observation workstream, **the other intern** will be supervised by the S&R programme officer leading the global stocktake workstream. The interns will also work closely with other staff of the S&R subprogramme, the Adaptation Programme, and other members of the secretariat as appropriate.

¹ Decision 1/CP.21, FCCC/CP/2015/10/Add.1, Annex, at: <http://unfccc.int/resource/docs/2015/cop21/eng/10a01.pdf>.

² <http://unfccc.int/6990>



Responsibilities³

1. Assist with analytical work related to the Global Stocktake (GST) referred to in Article 14 of the Paris Agreement, the identification of its sources of input and the development of its modalities

This work will include providing inputs and assistance to the following:

- Analysis of the views of Parties and observer organizations on advice on aspects of the GST;
- Support for the work of the APA on the identification of sources of input for, and the development of modalities of, the GST, including in the preparation of briefing material, note taking, meeting summaries and other relevant products, as required;
- Keep track of progress on the ongoing work under the Convention that could be relevant for the work of the APA on this agenda item.

2. Assist in the production of information material for the use of the Science and Review subprogramme and for distribution/dissemination to the public, as appropriate

This work will include assistance in and inputs for:

- The review and maintenance of the UNFCCC webpages on science and review, and contribution to related webpages;⁴
- The preparation/update of knowledge products using visuals and infographics;
- Other products and information material as assigned by the supervisor or requested by the Programme/Subprogramme.

3. Support to the SBSTA negotiations on matters relating to science and review

The interns will contribute to the secretariat's preparation and in-session support for the forty-eighth session of the Subsidiary Body for Scientific and Technological Advice (SBSTA) and the Subsidiary Body for Implementation (SBI) to be held 30 April – 10 May 2017 in Bonn. The work will include, but not be limited to the preparation of:

- Drafts for, or inputs to: concept notes and other preparatory or background material;
- Supporting the organization of in-session meetings and events;
- Providing logistical support during the session including note taking and other tasks as required.

4. Write a short research paper on one area related to climate change science and/or assessing collective progress under the Convention/the Paris Agreement

The interns will write a short research paper on one area related to climate change science and/or to the assessment of collective progress towards the long-term goals of the Paris

³ **Note:** The responsibilities outlined in the TOR will be subject to review and may need some adjustments before the start of the internship, in particular in light of relevant outcomes of the UN Climate Change Conference in Bonn (COP23/APA1.4/SB47).

⁴ <http://unfccc.int/6990>



Agreement. This task may include analysis of Nationally Determined Contributions and other relevant communications under the Convention. This task and the topic of the research paper are to be mutually agreed upon by each intern and their supervisor at the beginning of the internship.

5. Assist in matters related to Science and Review and other tasks, as required

The interns may be requested to assist on matters related to the area of science and review and other tasks of the S&R Sub-programme or the Adaptation Programme, as required.

Timeframe

The internship is for a minimum of three months, to start no later than March 2018 and end no earlier than May 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.

Minimum requirements⁵

- Applicants must be enrolled at the time of application and during the entire period of internship in a recognized university in a field related to the work of the UNFCCC secretariat. Preference is given to candidates studying in the fields of Environmental Sciences (and similar fields such as Sustainability Studies); International Relations; International Law; Political Science; Natural Sciences; Communication; Economics/ Environmental economics;
- Fluency in English language (written and oral) is essential.
- Solid knowledge and practical experience with MS OFFICE tools (in particular POWER POINT and MS WORD) is required. Knowledge of other IT tools (shared information platforms, mindmap, etc.) 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. Closing date for application: **21 January 2018**.

⁵ See also: <https://unfccc.int/secretariat/employment/internship.html>