

INTERNSHIP PROGRAMME - UNITED NATIONS OFFICE TO SUPPORT THE INTERNATIONAL DECADE FOR ACTION 'WATER FOR LIFE' 2005-2015

The Internship Programme of the United Nations Office to Support the International Decade for Action 'Water for Life' 2005-2015 has a duration of two months that could be extended for another two months. The total duration may be exceptionally extended for a maximum of six months.

The internship programme is normally on a full-time basis. The interns are expected to work five days a week in the unit/section which has selected them, under the supervision of a staff member.

Eligibility requirements:

1. Applicants should be currently enrolled in a graduate (Masters or equivalent) or post-graduate (PhD) programme.
2. Applicants that have obtained a postgraduate university degree are not eligible.
3. Applicants should not be more than 30 years old.

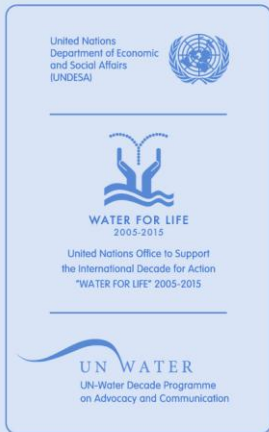
The main areas of work during this Internship Programme are: Water and Environment, Information and Awareness-raising, and Communication and Media. Job descriptions are described below. Four interns will be selected: one for the Water and Environment area, two for the Information and Awareness-raising area and one for the Communication and Media area.

Applications should be submitted up to 26 March 2010

Interns are not financially remunerated by the United Nations. Costs and arrangements for travel, visas, accommodation, and living expenses are the responsibilities of interns or their sponsoring institution. However, given the importance of the United Nations worldwide, the Internship Programme offers an excellent possibility to get familiar with a multi cultural environment and trained in the United Nations system.

At the end of the internship period, a certificate will be issued.

Selected candidates must keep confidentiality on all unpublished information made available to the intern and not to publish any report or papers on the basis of information obtained during the



programme except with the explicit authorization of the United Nations.

Motivation Letter

Applicants should submit a motivation letter explaining the reason of his/her application and the future career development.

Curriculum Vitae

It is necessary to enclose a CV with the motivation letter informing the background and professional experience that are considered relevant to the area applied as well as publications and reports and international experience.

Medical Insurance

The United Nations accepts no responsibility for the medical insurance of the intern or costs arising from accidents and illness incurred during an internship. Applicants must prove valid medical insurance coverage and provide a medical certificate of good health.

Admission of candidates

Letter of Motivation and Curriculum Vitae can be e-mailed up to 26 March 2010 to: water-decade@un.org

Or to the following address:

Internship Programme

United Nations Office to support the International Decade for Action 'Water for Life' 2005-2015

Casa Solans

Avda. Cataluña Nº 60

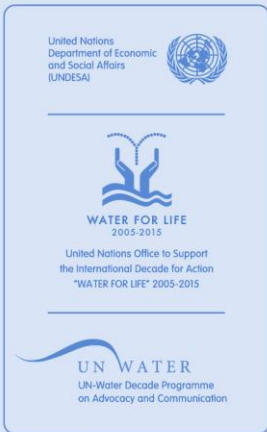
50014 Zaragoza, Spain

Tel: + (34) 976 478 346/347

Fax + (34) 976 478 349

Additional Information

The United Nations Internship Programme is not linked to any recruitment process and all expectation on this sense should be abandoned. Selected interns will not be considered as UN Staff and will not be entitled to any of privileges and immunities of those. Interns are not eligible for appointment to any position in the UN System for a period of six months following the end of the internship.



JOB DESCRIPTION

Post Title: Internship Programme

Organizational Unit: UN DESA / UN Office to Support the International Decade for Action "Water for Life" 2005-2015

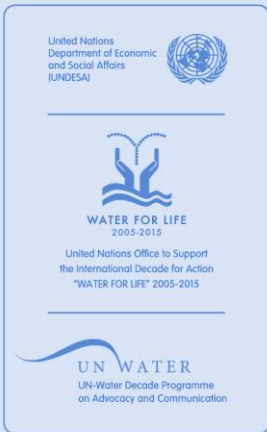
Location: Saragossa, Spain

Responsibilities

The programme aims to provide the interns with practical experience which compliments their field of study and which will, at the same time, be of benefit to the office/section to which the intern is assigned and further promote water and sanitation issues.

Under the direct supervision of the **water and environmental adviser** at the United Nations Office to Support the International Decade for Action "Water for Life" 2005-2015 the intern will assist him/her in performing daily duties and particularly:

- Assist in the preparation, writing, editing and dissemination of information about water and environment. For that purpose, the intern will familiarize him/herself with the UN-Water through identification, review and translation of existing water and environment information programmes, initiatives and coordination mechanisms.
- Assist and provide support in the preparation of presentations, drafts, data analysis (identifying subjects for articles, studies - analysis, data base, among others)
- Provide support in preparation of seminars, workshops, publications, etc. with the UN-System; through the network of UN-Water, Task Forces, UNIC, DPI. The intern will ensure the monitoring and registering of activities implemented in the framework of the Decade.
- Assist with the organization of events and projects of the United Nations Office to Support the International Decade for Action "Water for Life" 2005-2015.



Competencies

- Professionalism – Demonstrate professional competence and shows pride in work. Conscientious and efficient in meeting commitments.
- Communication – ability to draft clearly and concisely, good written and oral language skills.
- Team work- Ability to establish and maintain effective working relations.
- Client orientation- Keeps clients informed in progress or setbacks in progress. Meets timeline for delivery of products or service to clients.

Education

Applicants must be enrolled in a Masters or PhD (or similar) programme preferably in water and environmental related issues, or similar studies.

Work Experience

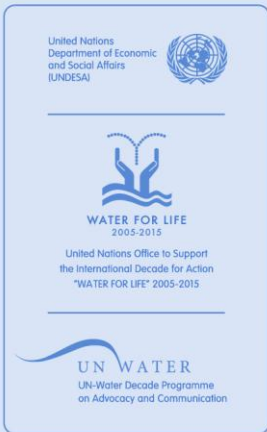
Progressively job related experience in water and environmental related issues, is not a must but an asset.

Languages

High level of English and working knowledge of Spanish are required.

Other skills

Proficient computer skills and use of standard Microsoft Office software.



JOB DESCRIPTION

Post Title: Internship Programme

Organizational Unit: UN DESA / UN Office to Support the International Decade for Action "Water for Life" 2005-2015

Location: Saragossa, Spain

Responsibilities

The programme aims to provide the interns with practical experience which compliments their field of study and which will, at the same time, be of benefit to the office/section to which the intern is assigned and further promote water and sanitation issues.

Under the direct supervision of the **information and awareness raising projects officer** at the United Nations Office to Support the International Decade for Action "Water for Life" 2005-2015 the intern must assist him/her in performing daily duties and particularly:

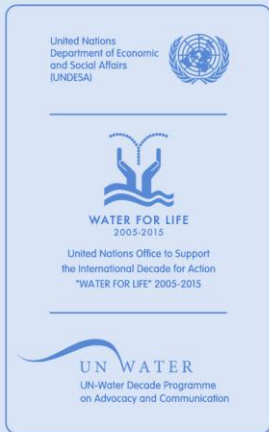
Assist in the preparation of web contents. For that purpose, the intern will familiarize him/herself with the UN water universe through identification, review and classification of existing water-related programmes, initiatives and coordination mechanisms.

Assist with identification, collection and classification of water-related publications and other relevant UN documentation, including brochures, videos, etc.

Provide support with country liaison; through the network of national focal points, the intern will ensure the monitoring and registering of activities implemented at national level in the framework of the Decade.

Help the Office with dissemination of results; submit material produced by the Office to relevant publications, websites, newsletters, press releases, etc.

Assist with the organization of planned events.



Competencies

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- Client orientation- Keeps clients informed in progress or setbacks in progress. Meets timeline for delivery of products or service to clients.

Education

Applicants must be enrolled in a Masters or PhD (or similar) programme preferably in water and environmental related issues, communications, political science, international relations or similar studies.

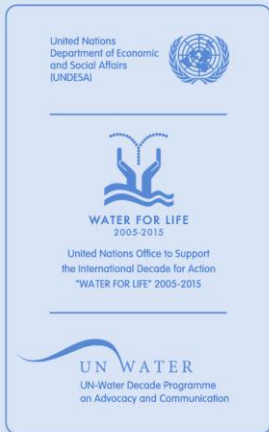
Work Experience

Progressively job related experience in water and environmental related issues, communications, political science, international relations is not a must but an asset.

Languages

High level of English and working knowledge of Spanish are required.

Other skills: Proficient computer skills and use of standard Microsoft Office software.



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Post Title: Internship Programme

Organizational Unit: UN DESA / UN Office to Support the International Decade for Action "Water for Life" 2005-2015

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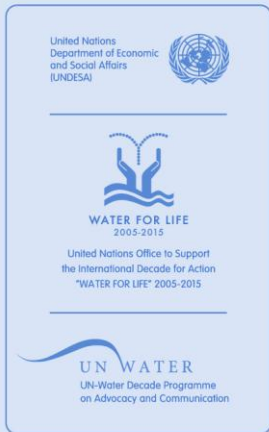
Under the direct supervision of **the communication and media project officer** at the United Nations Office to Support the International Decade for Action "Water for Life" 2005-2015 the intern will assist him/her in performing daily duties and particularly:

Assist in the preparation, writing, editing and dissemination of information and media documents (brochures, newsletters, press releases, website, among others). For that purpose, the intern will familiarize him/herself with the UN-Water through identification, review and classification of existing water-related programmes, initiatives and coordination mechanisms.

Assist and provide support in the media relation (scheduling interviews, liaison with media, identifying subjects for articles, media analysis, media data base, among others).

Provide support in communication with the UN-System; through the network of UN-Water, Task Forces, UNIC, DPI. The intern will ensure the monitoring and registering of activities implemented in the framework of the Decade.

Assist with the organization of media events and media projects.



Competencies

- Professionalism – Demonstrate professional competence and shows pride in work. Conscientious and efficient in meeting commitments.
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Applicants must be enrolled in a Masters or PhD (or similar) programme preferably in water and environmental related issues, communications, political science, international relations or similar studies.

Work Experience

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