



**UNITED NATIONS
SYSTEM
STAFF COLLEGE**

Vacancy No:	INT_006_2024
Post Title:	Intern, Academic Partnerships
Organizational Unit:	UNSSC Learning and Knowledge Services
Duty Station:	Turin, Italy
Duration:	6 months
Remuneration:	UNSSC interns receive a monthly stipend
Deadline for applications:	15 October 2024

At the United Nations System Staff College (UNSSC), the paramount consideration in the recruitment and employment of staff is the necessity of securing the highest standards of efficiency, competence and integrity, with due regard to geographic diversity. All employment decisions are made on the basis of qualifications and organizational needs. UNSSC is committed to creating a diverse and inclusive environment of mutual respect. The United Nations recruits and employs staff regardless of gender identity, sexual orientation, race, religious, cultural and ethnic backgrounds or disabilities. Reasonable accommodation for applicants with disabilities may be provided to support participation in the recruitment process when requested and indicated in the application.

Organizational Context:

The United Nations System Staff College (UNSSC) is dedicated to serving the learning and knowledge needs of the UN system and partner organizations. We create first-rate learning experiences grounded in the bedrock values of multilateralism and dignity for all enshrined in the UN charter. Participants in our programmes rely on UNSSC to enhance their knowledge and skills across leadership and management, sustainable development, and peace and security. UNSSC is headquartered in Turin, Italy with an office in Bonn, Germany.

This position is in the UNSSC Learning and Knowledge Services, which oversees the programmatic work of the UNSSC, advancing system wide knowledge on the 2030 Agenda for Sustainable Development, sustaining peace, and management reform through its programme units.

More specifically, it is situated within the Academic Partnerships Unit, which oversees UNSSC relations and joint initiatives with academic partners. In recent years, UNSSC has intensified its collaboration with a variety of academic institutions, think tanks and foundations. To this end, UNSSC is further deepening its academic partnerships in view of facilitating and strengthening related knowledge exchange and academic collaboration.

Responsibilities:

UNSSC's Academic Partnerships is seeking an intern to provide support on maintaining, developing and strengthening current and future academic partnerships.

Specifically, the intern will be responsible for, but not limited to, the following:

- Assist in the design of face-to-face or online events, including workshops, roundtables, interactive labs, meetings, etc.;
- Assist in the organisation and facilitation of webinars, podcasts, video blogs, etc. as appropriate;
- Assist facilitators and moderators in the context of meetings and events, including the development of research, report writing, ideation of flow of actions, and logistics.
- Support in the development of knowledge products (primers, videos, case studies, etc.) related to the academic programmes and their respective academic content;
- Support in the planning, internal coordination, marketing and communication of joint programmes;
- Propose and create audio-visual content for e-learning activities;
- Draft and edit short stories, posts, and updates for the UNSSC website and related social media networks;
- Assist with administrative tasks as required;
- Any other duties assigned by supervisor.

Qualifications required:

The profile under consideration consists of a combination of the following requirements:

Education

Applicants can be considered if they meet one of the following:

- ✓ Are enrolled in a Master's or in a Ph.D. programme; or

- ✓ Are enrolled in the final year of a Bachelor's programme; or
- ✓ Are within one year after graduation from a Bachelor's, Master's or Ph.D. programme in social sciences, management or a related field or other related areas.

Experience

Previous work experience is not required.

Languages

Fluency (written and oral) in English. Fluency in another UN official language is an asset; fluency in Italian is an asset.

Competencies:

Computer skills:

Excellent computer skills in the Microsoft Office suite. Familiarity with online learning and multimedia creation tools. Video editing experience is an asset.

Other skills and competencies:

- Ability to work effectively as part of a team.
- High motivation with a desire to learn.
- Proactive and initiative to follow through projects independently.
- Ability to work in a multicultural, multi-ethnic environment and to maintain effective working relations with people of different national and cultural backgrounds.
- Ability to learn how to use new programmes (Zoom, Canva, etc); shows willingness to learn new technology.
- Ability to handle situations with diplomacy and tact.
- Ability to define and work according to deadlines.

Submission of applications

Eligible candidates interested in doing an internship at the United Nations System Staff College must submit in English:

- An up-to-date curriculum vitae (resume);
- A motivation letter;
- For applicants who are currently enrolled in a degree programme, an endorsement from their University or higher education institution is required.

Please apply through the online application form available at:

<https://www.unssc.org/about-unssc/employment-opportunities/>

Other Information

Selection and commencement

Candidates for the Internship Programme are selected on a competitive basis. Only those candidates who meet the requirements of the position will be short-listed and interviewed. The candidates will be informed of the result of the selection process as soon as it is finalized.

Completion of the programme

At the end of the internship period, a written evaluation of the intern's performance will be prepared, and a meeting will be organized with the intern to provide feedback. Upon completion of the Internship programme the candidate will be provided with a certificate of attendance.

Financial aspects

The intern shall receive a stipend from UNSSC intended to assist in covering basic subsistence costs. The monthly amount of the stipend is fixed at 600€. No other payment of any kind shall be made to an intern by UNSSC in connection with an internship agreement.

Further career opportunities

The intern shall not be considered in any respect as being a staff member of UNSSC and shall not accrue benefits. In this regard, assignments under the Internship Programme do not carry expectation of conversion to any other type of contract or appointment in any activity of the UNSSC. Interns may not apply for or be appointed to any position in the Professional or above categories during the period of their internship and for the six months immediately following the expiration date thereof.