



Internship – UN Women Nordic Liaison Office

From 1 February 2021 – 30 July 2021

Location: UN City, Copenhagen

UN Women is the UN organization dedicated to gender equality and the empowerment of women. A global champion for women and girls, UN Women was established to accelerate progress on meeting their needs worldwide.

UN Women supports UN Member States as they set global standards for achieving gender equality, and works with governments and civil society to design laws, policies, programs and services needed to implement these standards. It stands behind women's equal participation in all aspects of life, focusing on five priority areas: strengthening and implementing global norms and standards on gender equality and empowerment of women; increasing women's leadership and political participation; enhancing women's economic empowerment; ending violence against women and girls; engaging women in all aspects of peace and security processes. UN Women also coordinates and promotes the UN system's work in advancing gender equality.

UN Women Nordic Office, located in UN City in Copenhagen, works through on-going dialogue, advocacy, lectures, public events, private sector partnerships and outreach to keep governments, parliamentarians, private sector, media and other partners informed about UN Women's work and its essential role within gender equality and women's empowerment. The Nordic Liaison Office also co-operates closely with sister UN organizations, national and international organizations in the Nordic region.

The internship will start 1 February 2021 and end 30 July 2021. Under the supervision of the Director of the UN Women Nordic Liaison Office, the main duties are:

- Carry out national political surveillance on issues related to the work and mandate of UN Women and report on relevant developments in government policies in the respective countries;
- Monitor national media in Nordic countries on issues related to the work and mandate of UN Women and report on relevant media coverage, including sending out a bi-weekly news update;

- Assist in identifying opportunities for UN Women cooperation with the private sector
- Translate and distribute corporate updates, statements and press-releases through national media outlets and write executive summaries on relevant documents and reports;
- Support in the preparation and coordination of high-level visits of UN Women officials to the region, including drafting of briefing notes and talking points for UN Women officials;
- Support communication efforts and organize outreach activities with private sector and foundations, and set up meetings and events to promote and improve UN Women's private sector cooperation;
- Participate in, and provide input to, joint advocacy and communication activities with UN sister organizations;
- Host visits and present UN Women to students and other visitors;
- Handle inquiries from students and the public;
- Any other duties as required.

Required qualifications:

- Completed at least two years of undergraduate study in one of the following disciplines: political science, development studies, gender studies, international relations or other relevant subjects is required;
- Be enrolled in a graduate school programme (second university degree or equivalent, or higher); Be enrolled in the final academic year of a first university degree programme (minimum Bachelor's level or equivalent); Have graduated with a university degree and, if selected, must commence the internship within a one-year period of graduation, or Be enrolled in a postgraduate professional traineeship program which is part of a degree programme and undertake the internship as part of the program requirements.
- A strong command of written and spoken English;
- Preferably excellent written communication skills in a Nordic language.

Remuneration:

- Interns who are not in receipt of financial support from other sources such as universities or other institutions will receive a stipend from UN Women to partially subsidize their basic living costs for the duration of the internship.

Application Information:

- All applicants must submit a completed and signed [P.11 form](#) with their application.
- Due to the high volume of applications received, we can ONLY contact successful candidates.
- Successful candidate will be required to provide proof of enrollment in a valid health insurance plan at the duty station of the internship, proof of school enrollment or degree, a scanned copy of their passport/national ID and a copy of a valid visa (as applicable).
- The internship is full time.

Please send your application in English consisting of a CV and a cover letter (preferably in one document) to Sigrid Kromann Schiøler (sigrid.schioeler@unwomen.org) no later than the **5 October 2020**.

Please mark the subject of your e-mail and application: *Internship Spring 2021_Your Name_Your Country*

Written tests and interviews will be completed by the end of October 2020. Please note that we are unfortunately not able to respond to each applicant individually. If you have been chosen for an interview, you will be contacted directly by us.

For more information on UN Women please visit: www.unwomen.org

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