



Internship with UNFPA Country / Regional Offices

Job title:	Intern
Location:	UNFPA Country / Regional Office in one of the UNFPA regions worldwide
Full/Part-time:	The internship will be full-time
Remote/In person:	In person, or as agreed with the Country / Regional Office
Duration:	16 – 24 weeks [with an approximate start-date in August / September 2026]

About UNFPA and How You Can Make a Difference

UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. UNFPA's strategic plan (2026-2029) reaffirms the relevance of the current strategic direction of UNFPA and focuses on four interconnected outcomes: (a) Accelerating progress on meeting the unmet need for family planning; (b) Accelerating progress on ending preventable maternal deaths; (c) Accelerating progress on ending gender-based violence and harmful practices; and (d) Adapting to demographic change through evidence and rights-based policies. These outcomes capture our strategic commitments on accelerating progress towards realizing the ICPD and SDGs in the Decade of Action leading up to 2030.

UNFPA is seeking candidates that transform, inspire, and deliver high impact and sustained results. We need interns who are exceptional in how they manage the resources entrusted to them and who commit to deliver excellence in programme results.

Tasks and Responsibilities

Under the direct supervision and guidance of the UNFPA Country/Regional Representative or other appointed staff, the intern will assist the Country/Regional Office. The position may include the following:

1. Drafting working documents related to project management
2. Supporting with resource mobilization and partnerships
3. Supporting with communications and visibility efforts
4. Collecting and analyzing data
5. Monitoring and evaluating developments
6. Other tasks in accordance with the agreed work plan

A specific Terms of Reference and work plan with intended achievements and learning outcomes for the duration of the internship will be agreed upon between the intern and the Country/Regional Office.

General

The successful intern should be ready to assist in other related duties as required, including ad hoc tasks.



Qualifying for an Internship

All interns must meet the following educational and other eligibility requirements:

Educational requirements

- A. Be enrolled in a first university degree programme (such as bachelor's degree or equivalent) in a Nordic university and have completed one full academic year; or
- B. Be enrolled in a postgraduate degree programme (such as master's programme or higher) in a Nordic university; or
- C. Have recently graduated from a Nordic university with a university degree as defined above and, if selected, must start the internship within one-year of graduation; or
- D. Be enrolled in a postgraduate professional trainee programme in a Nordic university and undertake the internship as part of this programme.

Other eligibility requirements

- Demonstrated interest in the field of development.
- Fluency in English. Knowledge of another UN official language is an asset.
 - It is **required** to have a solid knowledge of French if applying for an internship in the francophone region, a solid knowledge of Spanish if applying for an internship in Latin America & the Caribbean, and a solid knowledge of Portuguese if applying for an internship in Portuguese speaking countries.
- Strong analytical and writing skills.
- Initiative, sound judgment and demonstrate ability to adapt to new environments and to establish and maintain good working relations with individuals of different cultural backgrounds.

Applicants within the following fields of study will be preferred:

- | | |
|---|---|
| ▪ Global Health | ▪ Public Health |
| ▪ Demography | ▪ Communications |
| ▪ Economics incl. health economics | ▪ Gender, incl. gender equality and gender-based violence |
| ▪ Political Science | ▪ Human Resources Management |
| ▪ Social anthropology incl. community participation | ▪ Procurement, incl. supply chain management |
| ▪ Development studies incl. monitoring and evaluation | |

UNFPA Nordic University Internship Programme

Learning Elements

Upon completion of the assignment, and depending on its duration, the Intern will gain the following knowledge assets:

1. Increased understanding of UNFPA and the Programme Division within UNFPA
2. Understand the UNFPA work and mandate, including regional set-up
3. Understanding of the dynamics of an Inter-Agency Programme
4. Understanding of UNFPA programme design and delivery mechanisms
5. Learn UN technical language, working procedures, and coordination mechanisms
6. Competences in writing and formulating documents
7. Networking skills and the ability to work as a team in a multicultural setting

Financial Aspects

Interns do not receive a salary or any other form of remuneration from UNFPA. The costs associated with an intern's participation in the programme must be assumed either by the nominating institution, which may provide the required financial assistance to its students, or by the students themselves, who will have to meet living expenses as well as make their own arrangements for accommodation and other requirements.

However, selected interns receive a stipend to help cover basic daily expenses related to the internship, if not financially supported by any institution or programme, such as a university, government, foundation, or scholarship programme. The amount of the stipend varies according to the intern's agreed place of work, which may be different from the duty station of the hiring office in cases of remote arrangements. In addition, costs of round-trip travel (up to a certain maximum) may be provided to interns selected for an in-person internship according to UNFPA's policy.

Applicants must have medical insurance for the duration of the internship. Proof of insurance will need to be submitted before the internship begins. UNFPA does not provide medical insurance for interns.

For more information

Please contact Emmi Kallio-Sponholtz, Communications Assistant, UNFPA Nordic Representation Office, by email: kallio@unfpa.org.

When applying

Please send your CV along with a cover letter of **max 1 page indicating your preferred region** – East and Southern Africa; West and Central Africa which are the regions in which we have vacancies in the fall of 2026 – **to your university focal point**. Please write “UNFPA Nordic University Internship Programme – Fall 2026” in the subject line.

Kindly also indicate if you wish for your application to be suggested to another region if your preferred region is not available.

Kindly merge the cover letter and CV into **one PDF-file** titled `firstname_lastname` and send your application by **1 May 2026**. Due to the volume of applications received, only shortlisted candidates will be contacted for an interview.