



Terms of Reference for Internship

Secretariat of the Convention on Biological Diversity

Duty Station: Montreal, Canada

Duration: 3 months

Deadline: 4 December 2009

Purpose: The purpose of this internship is to assist in the development of an action plan for the CBD on urban biodiversity, and in the organization of a workshop on Indigenous Tourism, Biodiversity and Web-based Technologies.

Background: The Convention on Biological Diversity, administered by the United Nations Environment Programme (UNEP), is one of the key agreements adopted at the 1992 United Nations Earth Summit in Rio de Janeiro, where world leaders agreed on a comprehensive strategy for sustainable development – meeting our needs while ensuring that we leave a healthy and viable world for future generations. The Convention, with its 192 Parties, has achieved quasi-universal membership. At the World Summit on Sustainable Development, held in Johannesburg in September 2002, world leaders endorsed the so-called 2010 biodiversity target – to significantly reduce the current rate of biodiversity loss by that date.

The internship is offered recalling **decision IX/28** on promoting engagement of cities and local authorities, which:

- *encourages* Parties, in accordance with national legislation, to recognize the role of cities and local authorities in their national biodiversity strategies and action plans, to facilitate the adoption by cities and local authorities of practices that support the implementation of these strategies and action plans, and to support the development of local biodiversity strategies and action plans consistent with National Biodiversity Strategies and Action Plans;
- *and invites* Parties to engage their cities and local authorities, where appropriate, in: (a) The application of relevant tools and guidelines developed under the Convention with a view to contributing to the achievement of the three objectives of the Convention and its goals and targets; and (b) The compilation of information on biodiversity status and trends, including communicating to national Governments any commitments and activities that will contribute to the targets of the Convention on Biological Diversity,

and **decision IX/13** on article 8j and related provisions, which in its paragraph E.7(a) *requests* the Executive Secretary to convene, subject to the availability of financial resources, further regional and subregional workshops on community-friendly communication tools on traditional knowledge related to the conservation and sustainable use of biodiversity, to assist local and indigenous communities in their



Secretariat of the Convention on Biological Diversity
United Nations Environment Programme
413 Saint-Jacques Street, Suite 800
Montreal, QC H2Y 1N9, Canada

Tel.: +1 514 288 2220
Fax: +1 514 288 6588
secretariat@cbd.int
www.cbd.int



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use and to facilitate the establishment of communication networks, noting the need for adapting them to local languages and for involving trainers from indigenous and local communities.

TERMS OF REFERENCE

In collaboration with the Programme Officer in charge of tourism and the CBD Cities and Biodiversity initiative, the intern will:

- Assist in researching the legal frameworks linking local, provincial and national governments' mandates on biodiversity-related matters (policy and normative instruments defining the mandates of different levels of governments on biodiversity), and in examples/cases which show how a national government provides support to enable its municipalities to contribute to the implementation of the three objectives of the Convention on Biological Diversity and the National Biodiversity Strategy and Action Plan;
- Produce text and content for a background paper on the above subject to be published at the Nagoya/Aichi City Biodiversity Forum (tentative name), October 24-26, 2010.
- Assist in the organization of a workshop on Indigenous Tourism, Biodiversity and Web-based Technologies, for the Latin American and Caribbean region, to be organized in collaboration with the Ecuadorian government for February 23-25, 2010, in Quito, liaising with local organizers, assisting in communications with candidates and facilitators, and in developing content and methodology.

Competencies and Qualifications:

The candidate should be able to familiarize him/herself with the CBD, and must be fluent in spoken and written English. Competencies include Communication, Teamwork, Planning and Organizing and Creativity. The intern will be following studies related to environmental sciences, preferably with an interest in legal issues at an international level.

Date needed: January 2010, for a minimum of three months.

Application: Please send your application to the email: secretariat@cbd.int

General Information on Internship Programme

Minimum Eligibility Criteria

Please note the following minimum eligibility criteria for an internship at the Secretariat of the Convention on Biological Diversity.

The Applicant MUST:

- Be currently enrolled in a third or fourth year of under-graduate (BA/BSc) or in a graduate (Masters) or post-graduate (PhD) programme.
- Submit an endorsement from the nominating/sponsoring Institution.
- Be willing to intern on a full-time basis spending five days a week usually for a period of at least TWO MONTHS.
- Be covered by medical insurance and before arrival (if selected), provide the Secretariat with a medical doctor's attestation of your general health.

General Conditions Governing the Internship Programme

Administrative Conditions

- Internships with the UN are not remunerated and all the expenses connected with it must be borne by the intern or by the sponsoring institution or government.
- There is no expectancy of employment at the end of the internship, and the UN accepts no responsibility for accidents and/or illness incurred during the interns stay.
- The UN does not deal with immigration authorities in Canada and, therefore, the intern is responsible for obtaining any necessary visas on his/her own.

Additional Conditions

- The intern will conduct him/herself at all times in a manner compatible with the responsibilities as a holder of a UN internship programme, and will not engage in any activity that is incompatible with the discharge of duties with the organization.
- The intern will exercise the utmost discretion in all matters of official business of the organization.
- The intern will not communicate at any time to any other person or authority external to the UN, any information known by reason of the internship which has not been made public, except in the course of duties or by authorization of the UN; nor shall the intern at any time use such information to private advantage.
- The intern shall keep confidential any and all unpublished information made known by the accepting office in the course of the internship and not publish any reports or papers on the basis of information obtained during the length of the programme, except upon the authorization of the UN.
- The intern shall arrange for own transport to and from the UN.
- The intern will provide a written notice in case of illness or other unavoidable circumstances which might prevent him/her from fulfilling his/her obligations.
- The intern will prepare an exit report and an exit questionnaire and submit them to the Human Resource Management Service at the end of the assignment.