



**INTERNSHIP WITH THE SECRETARIAT OF THE UNITED NATIONS  
CONVENTION ON BIOLOGICAL DIVERSITY:  
SUPPORTING THE LIFEWEB INITIATIVE**

**PERIOD AND DUTY STATION:**

Minimum of 2 months (4 months preferable), commencing December 2009, in Montreal, Canada

**PURPOSE**

The purpose of this internship is to provide assistance to implement the United Nations Convention on Biological Diversity with regard to various aspects of financing and knowledge sharing for protected areas.

The internship offers an opportunity for a graduate student or advanced undergraduate student to gain international work experience and become acquainted with the implementation of a major United Nations multilateral environmental agreement and the intergovernmental processes this entails, as well as with the issue of protected areas design, management and financing.

**BACKGROUND**

The Convention on Biological Diversity (CBD) is one of the key agreements adopted at the 1992 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 has 193 Parties and sets out commitments for maintaining the world's ecological underpinnings as we go about the business of economic development. The Convention establishes three main goals: the conservation of biological diversity, the sustainable use of its components, and the fair and equitable sharing of the benefits from the use of genetic resources.

In May of 2008, the 9<sup>th</sup> Conference of the Parties to the CBD welcomed the LifeWeb Initiative and noted the opportunities Parties and other organizations have to participate in it. In early 2009, the Government of Germany supported the establishment of a small Coordination Office for this Initiative within the CBD Secretariat. The goal of the LifeWeb Initiative is to support the creation and management effectiveness of protected areas for their contributions to biodiversity, livelihoods, and as solutions to the climate crisis. The LifeWeb Initiative strengthens implementation of Programme of Work on Protected Areas by (i) supporting donor decision-making with a clearing-house of recipient needs; (ii) strengthening the dissemination of recipients' priorities; and (iii) facilitating funding partnerships among donors and recipients.



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COP 10 / MOP 5

## **Terms of Reference**

Under the supervision of the Programme Officer for the LifeWeb Initiative, the intern will contribute to the substantive work of the Secretariat in advancing implementation of the Programme of Work on Protected Areas.

In particular, the tasks assigned to the intern will include, but may not be limited to:

- Review, organise and provide strategic input on national and project profiles outlining support needs for protected area creation and strengthening.
- Contribute to the structuring of these national and project profiles within a database and corresponding website.
- Identify trends and resources for the social and economic values of biodiversity and protected areas.
- Write and review documents, as required.

The work will *inter alia* involve desk study, review of existing project and country profiles, internet research, liaising with relevant institutions, and the drafting of documents. TOR may be further specified in accordance with the needs of the Secretariat as well as the personal interests and qualification of the candidate.

## **MINIMUM ELIGIBILITY CRITERIA FOR AN INTERNSHIP**

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

The Applicant **MUST**:

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

## **QUALIFICATIONS**

Candidates for all disciplines are welcome for this post; however, a strong interest in multilateral diplomacy and sustainable development is essential, and a prior exposure to biodiversity issues and protected areas would be an asset.

Additional required qualifications-

- Strong writing skills in English
- Ability to familiarize him/herself with complex tasks in a brief period of time and to work under minimal supervision and tight deadlines
- Enjoy working in a dynamic and multicultural environment
- International mindset and a desire to change the world

Desirable qualifications-

- Ability to read and write in languages other than English
- Familiarity with website design and data base management

- Familiarity with graphic design and strategic messaging
- Experience living in developing country and/or rural community contexts

## **GENERAL CONDITIONS GOVERNING THE INTERNSHIP PROGRAMME**

- 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;
- that 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.

Further:

- 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.

(N.B. You may be requested to supply documentary evidence, which supports the statements you have made in your application. Do not, however, send any document or evidence until you have been asked to do so by the Organization and, in any event, do not submit the original text of references or testimonials unless they have been obtained for the sole use of the Organization. Applications will not, as a general rule, be valid or be retained by the United Nations for more than six months from date of receipt.)

### **Application procedures**

Candidates are requested to submit an electronic application and a cover letter by 27 November 2009, addressed to Mr. Victor Ogbunike at [secretariat@cbd.int](mailto:secretariat@cbd.int). The Internship Programme application form can be found at the following link: <https://www.cbd.int/secretariat/vacancies.shtml>