



IPC-IG Internship Programme **2009**

Objectives

The IPC-IG Internship Programme offers a selected group of outstanding graduate-level students the opportunity to acquire direct exposure to IPC-IG's work and research areas. It is designed to provide support to IPC-IG's research and training programmes and to complement the interns' practical experience in various aspects of research on development issues. The Programme operates under the rules and regulations of the UNDP Internship Policy.

About IPC-IG

The International Policy Centre for Inclusive Growth, formerly the International Poverty Centre, is a partnership between the Poverty Practice, Bureau for Development Policy, UNDP and the Government of Brazil. Located in Brasilia, IPC-IG facilitates South-South learning with the aim of expanding developing countries' knowledge and capacities to design, evaluate and implement effective policies towards the attainment of high inclusive growth. The Centre conducts policy-oriented research, South-South dialogue, training and outreach and advocacy.

Participants

Graduate-level students in the Social Sciences and Communications fields.

Venue

Internships take place at the IPC-IG office in Brasilia, Brazil.

Internship Areas

In 2009, IPC-IG will host interns on a continuous basis according to the following Internship Areas:

- **Area 1:** Support to Communications, Outreach and Advocacy activities
- **Area 2:** Research Assistance – Social Protection and Cash Transfers (social programmes in comparative perspective, cash transfer programmes in Latin America and Africa, impact evaluation)
- **Area 3:** Research Assistance – Social Inclusion (gender equality, race, ethnicity, indigenous peoples, vulnerable groups)
- **Area 4:** Research Assistance – Inclusive Growth (macroeconomic policies, economic governance, privatization and regulation, equitable access to basic services, poverty and inequality reduction programmes, pro-poor growth, ICT for development, agricultural policies, technological and institutional innovation)
- **Area 5 –** Research Assistance – South-South Learning (innovative development policies and programmes in the South, human development and empowerment in comparative perspective, South-South cooperation for development)



Interns can also be assigned to work on more than one area; their time can be shared between two teams.

Required Background

Interns' recommend academic experience according to the selected internship area:

- **Area 1:** Journalism, Communications, Public Relations, International Relations
- **Area 2:** Economics, Development Issues, Sociology, Public and Social Policy
- **Area 3:** Economics, Development Issues, Sociology, Anthropology, Public and Social Policy
- **Area 4:** Economics (focus on Macroeconomics)
- **Area 5:** International Development, International Cooperation, Regional Studies, Public and Social Policy

Length

Internship assignments vary in length according to the availability and academic requirements of the intern, as well as the needs of IPC-IG. Assignments are available only on a full-time basis (40 hours per week) following the indicative schedule given below:

- **Option 1** – From February through April
- **Option 2** – From April through June
- **Option 3** – From June through August
- **Option 4** – From August through November
- **Option 5** – From September through December

Terms of Reference

Assignments vary greatly in terms of content since the Terms of Reference are designed by the intern's direct supervisor according to the priorities established by the IPC-IG Work Plan and its Research Programmes. Every attempt is made to match the interests of the intern with the needs of the Centre. The responsibilities and duties of the interns in each area are specified by a Terms of Reference.

Qualifications

Interns are selected on a competitive basis. The following minimum qualifications are required:

- Enrollment in a graduate-level degree programme in the Social Sciences or Communications fields.
- Demonstrated interest in the field of development and relevant research experience and publications record.
- Language skills: Fluency in written and spoken English is required. Proficiency in Portuguese and another working language used by UNDP (Spanish or French) is a differential. Fluency in Chinese or Arabic is also an asset.



- An interest in global mobility; adaptability to varied physical and other environments; a desire to work with and gain the confidence and respect of people with different language, national and cultural backgrounds.
- Respect for the principles of the United Nations Charter.

Competencies

- Professionalism: Ability to manage processes, maintain accurate records, interpret/analyze a wide variety of data, and identify/resolve data discrepancies and activity problems.
- Planning and Organising: Demonstrated effective organizational skills and ability to handle work in an efficient and timely manner.
- Commitment to continuous learning: Initiative and willingness to keep abreast of new trends in international development.
- Technological Awareness: Proficiency in various MS Office applications and other IT applications. Proficiency in STATA software is an asset.
- Teamwork: Good interpersonal skills; ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity. Demonstrated ability to develop and maintain effective work relationships with other UN Programmes, Funds and Agencies.
- Communication: Ability to write in a clear and concise manner and to communicate effectively orally.

Financial Issues

IPC-IG does not pay for internships. The costs must be borne by the nominating institution, related institution or government, which may provide the required financial assistance to its students; or by the student, who will have to obtain financing for subsistence and make his or her own arrangements for travel, visa, accommodation, insurance etc.

Further Career Opportunities

The purpose of the IPC-IG Internship Programme is not to lead to further employment with UNDP but, as mentioned, to complement the intern's studies. However, a number of interns, having completed their studies and met the necessary requirements, have gone on to further assignments with the UNDP or elsewhere in the United Nations system.

Application process

Applicants must submit the following required documents by e-mail:

- Updated CV



- Complete and sign the form “**Application for IPC Internship Programme**”, which is available online at: <http://www.ipc-undp.org/paper-seminar/internship.pdf>
- A letter of endorsement from a senior faculty member who has directly supervised the student in the recent past and who is fully acquainted with the student’s performance
- Copy of Passport’s Identification Page

Applicants must send the documents above specified to francisco.filho@ipc-undp.org quoting in the subject “[IPC-IG Internship Programme](#)”.

The applicants will also be interviewed for the internship position.

Deadlines for application

Interns are encouraged to apply well in advance to secure a place in the Internship Programme.

Focal Point

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