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Nature-Based Solutions Intern - IUCN EU Representative Office

Duty station: IUCN EU Representative Office, Brussels, Belgium
Availability: 1 September 2017 – 28 February 2018
Reporting to: EU Programme Manager Nature Based Solutions

About the International Union for Conservation of Nature - IUCN

IUCN is the world's oldest and largest global environmental network - a democratic membership union with more than 1,000 government and NGO member organizations, and almost 11,000 volunteer scientists in more than 160 countries. IUCN's work is supported by more than 1,000 professional staff in 45 offices and hundreds of partners in public, NGO and private sectors around the world. Its headquarters are based in Gland, Switzerland.

IUCN's work focuses on valuing and conserving nature, ensuring effective and equitable governance of its use, and deploying nature-based solutions to global challenges in climate, food and development. IUCN supports scientific research, manages field projects all over the world, and brings governments, NGOs, the UN and companies together to develop policy, laws and best practice.

The IUCN EU Representative Office – IUCN Brussels

The IUCN Brussels Office is an out-posted Headquarters unit providing global services to the organization and vital linkages for IUCN (and its Members, National Committees, scientific Commissions and the global Secretariat) to key EU institutions and other public and private actors. The principal focus of the IUCN Office in Brussels is policy influencing and fundraising at the EU level.

http://www.iucn.org/european_union

One of the specific areas of work that will be part of the focus of this internship is the cooperation with local and regional governments for strengthening the awareness and implementation of Nature-based Solutions in urban planning and development. Nature-based solutions are solutions using ecosystems to address global challenges such as climate change, natural hazards, food security, or urban heat production.

Please note that an EU work permit is an essential requirement for this position

Tasks and Responsibilities

The IUCN Brussels team is looking for a highly motivated intern for a period of 6 months to provide support to one specific area of the office's activities: the cooperation with local and regional governments for nature-based solutions.

Under the supervision of the IUCN EU Programme Manager Nature Based Solutions, the intern will support work and projects related to nature-based solutions, urban biodiversity and ecosystem services and the development of partnerships with local and regional authorities in Europe and will keep a close eye on relevant EU policy developments. The intern will also support external communication activities of the office related to Nature-based Solutions.

This assignment will include the following responsibilities:

- Assist in the implementation of projects on nature-based solutions in cities and rural landscapes in Europe, including the development of communication tools and materials, desk-based research and liaison with project partners;
- Assist in developing project proposals (e.g. for the EU's Research and Innovation Programme – H2020) related to local and regional governments and the implementation of Nature-based Solutions;
- Assist in preparing speeches, PowerPoint presentations on a variety of topics related to IUCN's mission;
- Produce communications materials such as newsletters, webstories, articles, brochures, fact sheets etc) related to nature-based solutions.
- Organise events, including speaker liaison, logistics and onsite support;
- Attend meetings and conferences and reporting on the outcomes;
- Assist in the liaison with EU institutions, members and partners;
- Provide a range of administrative support functions on a day-to-day basis (e.g. processing of invoices, contracts, financial reports, and logistics for meetings).

Requirements

- Affinity with the vision and mission of IUCN and a strong interest in and basic understanding of European environmental policies and sustainable urban development;
- A relevant University degree (environmental science, natural resource management, sustainable urban development, international relations - or any other discipline that is relevant to nature conservation or sustainable development) or in the final stages of acquiring it;
- Excellent level of written and spoken English (native speaker or equivalent), other languages are an asset;
- Good organizational, administrative and reporting skills;
- Strong writing skills;
- IT literate: MS Office;
- Ability to work independently and on multiple tasks simultaneously;
- Ability to meet tight deadlines without compromising the quality of outputs;
- Highly motivated to learn and develop new skills, keen to bring in own ideas;
- A team player with a strong interest to work in an international environment;
- Holder of EU work permit.

What we offer

The internship provides a challenging and interesting opportunity to work in a dynamic international organisation and to gain work experience in the field of sustainable urban development and nature-based solutions. For the internship there is no financial remuneration but a daily allowance for meals as well as a monthly public transport ticket will be reimbursed. Preferred starting date of the internship is 1 September 2017.

Applications

Applicants are requested to apply online through the [IUCN Human Resources Management System](#), by opening the vacancy announcement and pressing the "Apply" button.

Applicants will be asked to create an account and submit their profile information. Applications will not be accepted after the closing date. The vacancy closes at midnight, Swiss time (GMT+1 / GMT+2 during Daylight Saving Time, DST).

Only the applicants who will be pre-selected for an interview will be notified by IUCN.

**** The deadline for applications is 31 July 2017 ****