



Vacancy Announcement

COMMUNICATIONS INTERNSHIP

About UN University

For the past four decades, UNU has been a go-to think tank for impartial research on the pressing global problems of human survival, conflict prevention, development, and welfare. With more than 400 researchers in 13 countries, UNU's work spans the full breadth of the 17 SDGs, generating policy-relevant knowledge to effect positive global change. UNU maintains more than 200 collaborations with UN agencies and leading universities and research institutions across the globe.

United Nations University Institute on Comparative Regional Integration Studies (UNU-CRIS)

The United Nations University Institute on Comparative Regional Integration Studies (UNU-CRIS), established in 2001, is one of the research and training institutes of the United Nations University (UNU) network. The specific mission of UNU-CRIS is to foster a deeper understanding of the processes of regional integration and cooperation, as well as their implications in a changing world order. UNU-CRIS specialises in the comparative study of regional integration, monitoring and assessing regional integration worldwide and in the study of interactions between regional organisations and global institutions. As of October 2016, UNU-CRIS is cooperating with the Vrije Universiteit Brussel and Ghent University.

Responsibilities

This internship offers the chance to lend your voice and expertise to an international team working to produce policy-relevant research on some of the most pressing issues of our time.

Working closely with the Policy and Communications Officer, your primary tasks will be to further develop the Institute's social media presence and assist with copyediting and disseminating research output.

A key task will be copyediting academic outputs for publication in our series, including working papers, policy briefs, insight briefs, research reports and blogs. This requires great attention to detail and the ability to adhere to the house style, as high-quality outputs are essential for the institute.

You will need to be able to produce sharp, eye-catching content across a variety of topics and for different social media platforms and their respective audiences, so a perfect command of the English language and its nuances is an absolute must.

There will be additional opportunities to develop other skills, through the drafting of publication and event announcements, participating in the management and production of content for the UNU-CRIS website, collaborating on the UNU-CRIS external and internal newsletters, and reporting on events, both virtually and in-person (Covid-19 restrictions allowing) at our premises in Bruges/our partners in Brussels and Gent.

Strengthening the voice of the work of UNU-CRIS, and finding the right platforms to share it is, in summation, your core task during your time with us in Bruges.

Profile, Required Qualifications and Experience

The ideal candidate will:

- have a master's degree or equivalent qualification in communications or languages. As this is an institute focused on international relations, the candidate should have a demonstrable interest in the field, with a degree in the field a strong advantage;
- have an excellent written command of English, with the ability to write concisely and quickly for a variety of audiences, including academics, policymakers and the general public;
- have proven ability to efficiently manage a variable workload;
- have excellent computer skills and be fully web literate;
- be a good team player with strong interpersonal skills and a demonstrated ability to work in a multicultural environment with sensitivity and respect for diversity;
- experience using the Adobe suite of creative products (namely InDesign);
- be eligible for [the Flanders Trainee Programme](#).

Desired:

- experience using Drupal CMS;
- have relevant working experience (or equivalent) in an international setting;
- a strong link or familiarity with Africa, Asia, or Latin America, to coincide with the Institute's research programmes and expanding focus in these areas;
- be familiar with the UN system;
- a working knowledge of Dutch and/or other UN working languages.

UNU is committed to diversity and inclusion within its workforce and encourages all candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons living with disabilities, to apply and become part of the organisation.

UNU has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNU, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination.

Remuneration

Remuneration is in line with the [Flanders Trainee Programme Stipend rate](#).

Duration of Contract

The initial appointment will be for three (3) months with the possibility of renewal for an additional three (3) month period. The successful applicant will be required to regularly work from our premises in Bruges, in line with our flexible work-from-home policy.

This is a locally recruited position; no relocation expenses or allowances are applicable. The successful candidate will not hold international civil servant status nor be a “staff member” as defined in the United Nations Staff Rules and Regulations. UNU-CRIS does not sponsor a working visa for this position.

Application Procedure

To apply, please email Andrew Dunn (adunn@cris.unu.edu) with Pascale Vantorre (pvantorre@cris.unu.edu) with the heading “Application – Communications Internship – (NAME)” with the following attachments:

- CV
- Motivation Letter
- One (1) letter of recommendation

Starting Date

From 1 January.

Should you require any further information on the position of Communications Internship, please contact Andrew Dunn (adunn@cris.unu.edu)