

Intern – Urban Resilience Programme Support, I at UN-Habitat

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Job Description

The United Nations Human Settlements Programme, UN-Habitat, is the UN agency for human settlements. It is mandated by the UN General Assembly to promote socially and environmentally sustainable towns and cities with the goal of providing adequate shelter for all. The Urban Economy Branch of UN-Habitat has the mandate to promote local capabilities of local governments to develop financial instruments to keep pace with the demands of rapid urbanization. The Urban Economy Branch has the mandate to promote plans and provide support for more efficient, socially inclusive, better integrated and connected cities that foster sustainable urban development.

Responsibilities

Under the overall supervision of the Human Settlements Officer (HSO) in the Regional Office for Africa (ROAf), the Urban Resilience Programme Support Intern will contribute to the implementation of multiple projects aiming to reinforce local urban resilience in the framework of sub-regional and country programmes for the above-mentioned African SIDS and Madagascar.

Furthermore, support is needed within UN-Habitat's Regional Office for Africa (ROAf) for undertaking the implementation of activities in the Central Sahel (Chad, Burkina Faso, Mali, Mauritania, Niger, Nigeria and Senegal), aiming at strengthening the Humanitarian-Development-Peace nexus in the region, which includes the development of a Regional Assessment on the System of Cities of the Sahel and the implementation of the City Resilience Action Planning (CityRAP) Tool.

More specifically, the following activities should be carried:

Familiarize him/herself with UN-Habitat's mandate and the tools developed;

Support the City Resilience Action Planning (CityRAP) Tool implementation in various secondary cities;

Support the Human Settlement Officer (HSO) and the Urban Resilience Programme Specialist in implementing the project activities both in the sub-regional projects and several country programmes for the SIDS portfolio, Madagascar and the Sahel;

Support the development of new projects and fund-raising proposals, and undertaking research regarding urban resilience, climate change adaptation and disaster risk reduction;

Perform other tasks as needed, including but not limited to note taking, drafting minutes, translations, attendance to meetings, related to the activities and projects falling under the urban resilience, disaster risk reduction and climate change adaptation portfolio in ROAf.

Candidates from the region are highly encouraged to apply.

Requirements

Competencies

Communication: Speaks and writes clearly and effectively. Listens to others, correctly interprets messages from others and responds appropriately. Asks questions to clarify, and exhibits interest in having two-way communication. Tailors language, tone, style and format to match the audience. Demonstrates openness in sharing information and keeping people informed.

Teamwork: Works collaboratively with colleagues to achieve organizational goals. Solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others. Places team agenda before personal agenda. Supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position. Shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

Client orientation: Considers all those to whom services are provided to be "clients" and seeks to see things from clients' point of view. Establishes and maintains productive partnerships with clients by gaining their trust and respect. Identifies clients' needs and matches them to appropriate solutions. Monitors ongoing developments inside and outside the clients'

environment to keep informed and anticipate problems. Keeps clients informed of progress or setbacks in projects. Meets timeline for delivery of products or services to client.

Education

Applicants must at the time of application meet one of the following requirements:

Be enrolled in a graduate school programme (second university degree or equivalent, or higher).

Be enrolled in the final academic year of a first university degree program (minimum Bachelor's level or equivalent).

Have graduated with Bachelor's degree, Masters, PhD or equivalent.

Be computer literate in standard software applications (Microsoft Office).

Have demonstrated a keen interest in the work of the United Nations and have a personal commitment to the ideals of the Charter.

Have a demonstrated ability to successfully interact with individuals of different cultural backgrounds and beliefs, which includes a willingness to try and understand and be tolerant of differing opinions and views.

Preferred areas of studies:

Urban or Town Planning, Architecture, Social Science, Economics, Geography, International Development or any other relevant field of study.

Work Experience

No working experience is required to apply for the United Nations Internship Programme.

Your training, education, advance course work or skills should benefit the United Nations during your internship.

Experience in communication, writing, graphic design and proficiency in computer software applications is desirable.

Interest in the thematic of urban resilience and the motivation to work in the sub-Saharan Africa region is required.

Languages

Languages English and French are the working languages of the United Nations Secretariat. For this internship, fluency in oral and written E

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