**Externally funded internship/FELLOWSHIP**

**TERMS oF reference**

**I. Identification of the post**

Title: Research Intern on South-South and Triangular Cooperation

Sector of assignment: SDG Integration/South-South and triangular cooperation (SSTC)/BPPS

Organizational unit: UNDP

Country and Duty Station: New York HQ, USA

Expected duration: 6-9 months

Expected starting date: As soon as possible

Supervisor’s name: Serge Kapto

Supervisor’s title: SSTC Policy Specialist

**II. CORPORATE BACKGROUND:**

UNDP works in about 170 countries and territories, helping to eradicate poverty, reduce inequalities and exclusion, and build resilience so countries can sustain progress. As the UN’s development agency, UNDP plays a critical role in helping countries achieve the Sustainable Development Goals.

**III. RECEIVING OFFICE BACKGROUND:**

The UN Reform Resolution tasks UNDP to provide countries with an “integrator function” to accelerate progress towards the SDGs by tackling multiple interlinked and interdependent development challenges. The UNDP Global Policy Network (GPN) draws on expertise globally to provide more effective responses to the complex development challenges countries face in achieving the SDGs and responding to crisis in an integrated and coherent manner. Anchored in the Crisis Bureau (CB) and the Bureau for Policy and Programme Support (BPPS), the GPN has the responsibility for developing all relevant policy and guidance to support the results of UNDP’s Strategic Plan, aligned with the Sustainable Development Goals (SDG).

The SDG Integration Team within UNDP’s GPN aims to build a coherent and consolidated menu of services (“SDG-i offer”) to support accelerated progress on the 2030 Agenda, including South-South and Triangular Cooperation (SSTC). The SSTC team under SDG Integration works to achieve an increased scale and effectiveness of UNDP’s interventions through SSTC, by cultivating a network of SSTC partners, mapping knowledge and solutions, articulating the direction of UNDP’s work in SSTC and demonstrating results distinctively through SSTC, developing UNDP’s SSTC policy programme guidance, coordinating corporate policy and programme support on SSTC, undertaking research and analysis on SSTC, contributing to the SSTC inter-governmental and inter-agency processes, and fostering engagement and mutual learning across all levels within UNDP and with external partners on SSTC.

Under the guidance of the SSTC Policy Specialist, the incumbent will be responsible for supporting policy research on SSTC, collecting good practices and analyzing data for knowledge products, and supporting dissemination of information via various knowledge sharing platforms.

**III. DUTIES:**

The Fellow will assist in the following duties and responsibilities:

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| --- | --- | --- |
| **No** | **Duties and responsibilities** | **% of time** |
| 1 | **Research and Knowledge Support**   * Undertake background research to support the production of reports, policy briefs, and awareness-raising materials related to SSTC. * Monitor, report and communicate results as and when appropriate, both to UNDP and to external partners and donors, including through internal and external knowledge sharing channels (e.g. UNDP Sparkblue, Yammer; thematic publications, newsletters, etc.) | **40%** |
| 2 | **Data Analysis**   * Conduct qualitative and quantitative research on new trends and concepts, challenges and best practices in SSTC for sustainable development. * Contribute to the development of Knowledge Products, providing data analytical support to identify, collect, systematize and disseminate SSTC good practices and lesson learned. | **40%** |
| 3 | **Other:**   * Support general administration and operations as needed (i.e. organization of meetings, drafting of concept notes, meeting minutes, talking points, etc.). | **20 %** |

**IV. REQUIREMENTS AND QUALIFICATIONS**

**Education:**

Candidates must meet one of the following educational requirements:

* currently in the final year of a Bachelor’s degree; or
* currently enrolled in a postgraduate programme (such as a Master’s programme or higher); or
* have graduated no longer than 1 year ago from a university degree or equivalent studies.

**Field of study:**

International relations, social sciences, public administration or related disciplines.

**IT skills:**

* Knowledge and a proficient user of Microsoft Office productivity tools.

**Language requirement:**

* Fluency in written and spoken English.
* Working knowledge of another UN language is an advantage.

**Other competencies and attitude:**

* Knowledge and experience of international development cooperation policies and programmes, particularly in South-South and Triangular Cooperation.
* Interest and motivation in working in an international development organization;
* Good analytical skills in gathering and consolidating data for policy research;
* Goal-oriented mind-set with ability to take initiatives;
* Effective communication skills when working in teams and independently;
* Good in organizing and structuring various tasks and responsibilities;
* Cultural, gender, religion, race, nationality and age sensitivity and adaptability;
* Ability to respond positively to feedback and differing points of view;
* Consistently approaches work with energy and a positive, constructive attitude.