**Externally funded internship/FELLOWSHIP**

**TERMS oF reference**

**I. Identification of the post**

Title: Intern

Sector of assignment: Green Finance, sustainable finance

Organizational unit: BPPS/Nature Hub/BIOFIN

Country and Duty Station: Turkey – Istanbul Regional Hub (IRH)

Expected duration: 8 months

Expected starting date: 1 April 2025

Supervisor’s name: Ainur Shalakhanova

Supervisor’s title: Environmental Finance Analyst

**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.

UNDP is the knowledge frontier organization for sustainable development in the UN Development System and serves as the integrator for collective action to realize the Sustainable Development Goals (SDGs). UNDP’s policy work carried out at HQ, Regional and Country Office levels offers a spectrum of deep local knowledge to cutting-edge global perspectives and advocacy. In this context, UNDP invests in its Global Policy Network (GPN), a network of field-based and global technical expertise across a wide range of knowledge domains and in support of the signature solutions and organizational capabilities envisioned in UNDP’s Strategic Plan.

Within the GPN, the Bureau for Policy and Programme Support (BPPS) has the responsibility for developing all relevant policies and guidance to support the results of UNDP’s Strategic Plan. BPPS staff provide technical advice to Country Offices, advocates for UNDP corporate messages, represent UNDP at multi-stakeholder fora including public-private, government and civil society dialogues, and engage in UN inter-agency coordination in specific thematic areas.

UNDP's 2022-2025 Strategic Plan highlights our continued commitment to eradicating poverty, accompanying countries in their pathways towards the SDGs and working towards the Paris Agreement. As part of the Global Policy Network in the Bureau for Policy and Programme Support, UNDP's Nature, Climate Change, Energy, and Waste (NCE&W) Hubs promote and scale up integrated whole-of-governance approaches and nature-based solutions that reduce poverty and inequalities, strengthen livelihoods and inclusive growth, mitigate conflict, forced migration and displacement, and promote more resilient governance systems that advance linked peace and security agendas.

BPPS’ Hubs on Nature, Climate, Energy and Waste work with governments, civil society, and private sector partners to integrate nature, climate, energy, and waste related concerns into national and sector planning and inclusive growth policies, support country obligations under Multilateral Environmental Agreements, and oversee the implementation of the UN’s largest portfolio of in-country programming nature, climate change, energy, and waste. This multi-billion-dollar portfolio encompasses:

* Biodiversity and Ecosystem Services including forests;
* Sustainable Land Management and Desertification including food and commodity systems;
* Water and Ocean Governance including SIDS;
* Climate Change Mitigation and Adaptation;
* Sustainable Energy;
* Extractive Industries;
* Chemicals and Waste Management;
* Environmental Governance and Green/Circular Economy; and SCP approaches.

This work advances crosscutting themes on innovative finance, digital transformation, capacity development, human rights, gender equality, health, technology, and South-South learning.

**III. RECEIVING OFFICE BACKGROUND:**

In recent decades, biodiversity finance tools and solutions have demonstrated their importance for achieving biodiversity goals and broader sustainable development objectives. Improved choice, design and implementation of effective, well-tailored finance solutions will strengthen countries’ chances of achieving national and global biodiversity targets.

The Biodiversity Finance Initiative – BIOFIN – was developed to provide a comprehensive methodology for governments to:

1) review the existing policy context;

2) measure expenditure levels for biodiversity;

3) calculate future financial needs;

4) design strategic plans to deploy the right mix of finance solutions, tailored to the country context, and

5) implement the finance solutions.

The methodology has been conducted in 41 countries to date, with many now having reached the implementation stage.

BIOFIN is supported by the Governments of Germany, Canada, Flanders, Norway, Switzerland, the United Kingdom, Belgium, and the European Union. The initiative is part of UNDP’s Nature Hub, under UNDP’s Bureau for Policy and Programme Support (BPPS).

BIOFIN’s first phase (2012-2019) enabled full assessments and initial implementation of finance plan elements in target countries. Based on lessons learned, a new and comprehensive version of the BIOFIN Methodology was developed. Significant scaling up of finance solutions is required in all countries to address the biodiversity finance challenge. BIOFIN’s second phase (2018 – 2026) focuses mainly on the implementation of prioritised finance solutions while also allowing additional countries to undertake the initial assessments and create the finance plan. See www.biodiversityfinance.org for further information.

**III. DUTIES:**

The Intern/Fellow will assist in the following duties and responsibilities:

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| --- | --- | --- |
| **No** | **Duties and responsibilities** | **% of time** |
| 1 | **Provide support to BIOFIN Knowledge Management Strategy**   * Undertake research on a wide range of sustainable development finance mechanisms and develop case studies and tools; * Write stories and news articles on BIOFIN activities; * Support the organization of webinars and regional calls and participate in a regional BIOFIN Workshop; * Produce cross country analysis using the work BIOFIN has been doing in its core countries. | **65%** |
| 2 | **Support the BIOFIN Communication activities by promoting and maintaining BIOFIN’s Digital Media accounts**  • Support the BIOFIN communication activities by promoting and maintaining BIOFIN’s social media accounts updated (e.g., Website / Twitter / Facebook page). | **20%** |
| 3 | **Other:**  The intern will be embedded into the global BIOFIN team based in Istanbul and be involved in all regular activities of the programme.   * Support other/ad hoc activities as seen relevant and needed such as supporting the organization of Regional Workshops and events; * If needed, support the implementation of BIOFIN at the national level in coordination with one or several countries. | **15%** |

**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: Biology, Geography, Economics, Environmental, Economics, Finance, Business Administration, Communication or equivalent.

**IT skills:**

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

**Language skills:**

* English is required;
* Knowledge of other UN languages is an advantage.

**Other competencies and attitude:**

* Interest and motivation in working in an international organization;
* Good analytical skills in gathering and consolidating data and research for practical implementation;
* Outgoing and initiative-taking person with a goal-oriented mind-set;
* Communicates effectively when working in teams and independently;
* Good in organizing and structuring various tasks and responsibilities;
* Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
* Responds positively to feedback and differing points of view;
* Consistently approaches work with energy and a positive, constructive attitude.