



LONDON  
SCHOOL *of*  
HYGIENE  
& TROPICAL  
MEDICINE

# Multilateral Organisations: Internship / Entry Level Opportunities

## Organisations Covered:

The 'European Fast Stream'

The European Commission – Humanitarian Aid (ECHO)

Food and Agriculture Organization of the United Nations

The International Development Research Centre (IDRC)

UN - Junior Professional Officer Programme

United Nations Volunteer Programme

United Nations Children's Fund

United Nations Development Programme

United Nations High Commissioner for Refugees

United Nations Population Fund

United Nations University

Pan American Health Organisation

World Health Organization

## Recommended Reading:

- Ch 7: Careers In International Organisations. Jorge Chediek. In *'Careers in International Affairs'* Pinto Carland, M., Faber, C. Eds. Georgetown University Press, 2008. Provides general information about the roles, and employment opportunities, in a range of international organisations
- Ch7 'The Hiring Process' In *'Vault Career Guide to International Development'* Vault, 2009. Contains useful information and tips about various ways to get into Multilateral organisations (as well as NGO's and Development consultancies)

## The 'European Fast Stream'.

<http://www.civilservice.gov.uk/jobs/faststream/index.aspx>

This is a new option within the Graduate Fast Stream (GFS) programme available for those applying to start from summer 2010. Lots of Europe oriented work across a range of Civil Service departments (including DFID) plus an EU placement via a 'Structural Traineeship', previously known as a 'Stage'. The GFS is a generic programme and trainees can eventually be placed in a number of central government departments such as the FCO (diplomatic service), the Home Office, the Department for International Development (DFID) and others. There is no guarantee that trainees will be placed with the department of their choice though all efforts are made to match trainees with their preferred departments. NB nationality rules apply for this UK government programme\*

## The European Commission – Humanitarian Aid (ECHO)

[http://ec.europa.eu/echo/faq\\_en.htm](http://ec.europa.eu/echo/faq_en.htm)

Like any other Commission department, the Humanitarian Aid department accepts graduate trainees for two five-month sessions every year. For further information, contact the Traineeships Office (Bureau des Stages), European Commission, rue de la Loi 200, B-1049 Brussels. [http://ec.europa.eu/stages/index\\_en.htm](http://ec.europa.eu/stages/index_en.htm). For specific technical assistant missions involving the execution of humanitarian aid projects which it finances, the Humanitarian Aid department recruits individual experts to work in third countries outside the European Union. Candidates may apply through a database following a call for applications published in the Official Journal of the European Communities (application procedure at: [http://ec.europa.eu/echo/jobs/experts\\_en.htm](http://ec.europa.eu/echo/jobs/experts_en.htm)). If less experienced, you could try applying to

partner organisations of the Commission, with a full list of these at:  
[http://ec.europa.eu/echo/files/about/actors/fpa\\_partners.pdf](http://ec.europa.eu/echo/files/about/actors/fpa_partners.pdf)

## **Food and Agriculture Organization of the United Nations – Associate Professional Officers.**

<http://www.fao.org/tc/apo/en/>

Associate Professional Officers (APOs) are young people sponsored by their own governments to work for FAO. APOs play an important role in FAO's fight against hunger and at the same time, gain experience and skills they take throughout their career. The donor government pays an APO's salary and benefits. Some donors also support APOs from developing countries. Most of the APO Programme donor governments carry out the pre-selection of candidates. Therefore, application queries should be addressed directly to the **relevant ministry** in the donor country. Candidates for the programme include any young professional under the age of 32 with a strong commitment to food and agricultural development issues, a university degree and practical experience with developing countries as well as a genuine interest in working with people from across the world. Further information on how to apply, and entry requirements, can be found at: <http://www.fao.org/tc/apo/apo-home/how-to-apply/en/>

## **The International Development Research Centre (IDRC) Internship Awards** [http://www.idrc.ca/en/ev-84370-201-1-DO\\_TOPIC.html](http://www.idrc.ca/en/ev-84370-201-1-DO_TOPIC.html)

The IDRC Internship awards provide exposure to research for international development through a program of training in research management and grant administration under the guidance of IDRC program staff. The internship is designed to provide hands-on learning experiences in research program management - in the creation, dissemination and utilization of knowledge from an international perspective.

## **UN - Junior Professional Officer Programme:** <http://www.jposc.org/content/programme/presentation-en.html>

The Junior Professional Officer (JPO) Programme provides young professionals pursuing a career in development with hands-on experience in multi-lateral technical co-operation. The JPO Programme is administered by the JPO Service Centre (JPOSC) for the following organizations: United Nations Development Programme (**UNDP**) and its affiliated funds/programmes, Mekong River Commission (**MRC**); Joint United Nations Programme on HIV/AIDS (**UNAIDS**); United Nations Population Fund (**UNFPA**); United Nations Industrial Development Organisation (**UNIDO**)\*; United Nations Institute for Training and Research (**UNITAR**)\*; United Nations Office for Project Services (**UNOPS**); United Nations Relief and Works Agency for Palestine Refugees in the Near East (**UNRWA**); United Nations System Staff College (**UNSSC**); United Nations University (**UNU**); Universal Postal Union (**UPU**); World Health Organization (**WHO**). Not all nationalities are eligible to apply to the JPO Programme – see website for details as well as for

details of the registration process. *UK Nationals, please note: The United Kingdom no longer sponsors JPO positions since December 2003 and will not recruit under the JPO Programme in the foreseeable future.*

## United Nations Volunteer Programme (UNV)

<http://www.unv.org/> If you have an undergraduate degree, several years of work experience and are interested in long-term volunteer opportunities in developing countries, you may be eligible for entry into the United Nations Volunteer (UNV) programme. This is a United Nations common programme, which recruits volunteers for assignments throughout the United Nations system. Application procedures and information are available on the UNV website.

## United Nations Children’s Fund (UNICEF)

- **The New and Emerging Talent Initiative (NETI)**  
[http://www.unicef.org/about/employ/index\\_46145.html](http://www.unicef.org/about/employ/index_46145.html) Is an entry point for external candidates from entry to mid-career level professionals interested in an international career with UNICEF. It provides the participants with a range of opportunities to develop their experience, knowledge and skills, in a multicultural environment within the development and humanitarian arenas, while contributing to delivering results for children.
- **The UNICEF Internship Programme.**  
[http://www.unicef.org/about/employ/index\\_internship.html](http://www.unicef.org/about/employ/index_internship.html) Offers eligible/qualified students at both Headquarters and country offices the opportunity to acquire direct practical experience in UNICEF's work under the direct supervision of experienced UNICEF staff. For Eligibility requirements and to apply online follow the link above.
- **Junior Professional Officer Programme** – is available with UNICEF. See previous description.

## United Nations Development Programme (UNDP)

- **The Leadership Development Programme (LEAD)** <http://www.undp.org/lead/> An entry point for young development professionals interested in a career with UNDP. The LEAD Programme provides qualified individuals exciting opportunities to develop their experience, knowledge and skills and to serve as development practitioners in UNDP, while contributing to development work. The qualifications and experience that they seek are:
  - Masters degree (or equivalent)\* in development related studies, economics, politics, public administration, business administration, governance, environmental management, law, conflict resolution, international relations, or public health.
  - Proficiency in English and at least one of the following languages: French, Spanish, Arabic, Chinese and Russian.
  - A minimum of 3 years relevant work experience in development, crisis/post-

conflict management and/or consultancy (particularly in the public sector), including work in developing countries and management in a multi-cultural environment. As the LEAD Programme is for young professionals, preference will be given to candidates who are under 35 years of age. ***\*Applicants must be in receipt of their Masters degree (or equivalent) at time of application***

- **Junior Professional Officer Programme** – is available with the UNDP. See previous description.
- **Internship Opportunities with the UNDP** <http://www.undp.org/internships/> Internships can take place in a UNDP country office/ regional center or at the organization's Headquarters in New York. Assignments vary greatly in terms of content. Every attempt is made to match the interests of the intern with the needs of the organization. Internship assignments vary in length according to the availability and academic requirements of the intern, as well as the needs of UNDP. Assignments are available on a part-time and full-time basis throughout the year. For entry requirements and application information follow the above link.

## **United Nations High Commissioner for Refugees (UNHCR), Office of**

- **International Professional Roster Programme (IPR)** <http://www.unhcr.org/pages/49c3646c497.html> UNHCR established an International Professional Roster as a means to ensure that entry level international positions are filled in a timely manner with a professionally qualified, gender balanced, geographically diverse, linguistically able and highly motivated corps of professionals. To date, applicants to the roster must be prepared to serve on posts in field locations, especially in hardship and/or non-family duty stations. Preferably, the first appointment should be outside the continent of the candidate's nationality. All UNHCR international professional staff members are required to rotate. Roster candidates have been considered in the past for openings in a wide range of areas, including administration; community service; external relations; field security; finance; human resources; information technology; protection; public information; supply and transport; and telecommunications.
- **Junior Professional Officer Programme** – is available with the UNHCR. See previous description.
- **Internships** - <http://www.unhcr.org/pages/49c3646c49d.html> The different departments of UNHCR in the Geneva and Budapest offices offer internships to young people throughout the year. Some family duty field offices also take on interns. The duration of internships normally lasts between two and six months. Internships are offered depending on the availability of meaningful assignments and the needs and capacity of units/offices to receive and supervise interns. There is no deadline for sending in an application form. Applications must be submitted through the [online applications](#) link.

## United Nations Population Fund (UNFPA)

- **UNFPA Internship Programme** <http://www.unfpa.org/employment/internship.htm>

The Internship Programme offers a small group of outstanding students the opportunity to acquire direct exposure to UNFPA operations. It is designed to complement development-oriented studies with practical experience in various aspects of technical assistance. For qualifications and application procedure for the link above.

- UNFPA participates in the **Junior Professional Officer (JPO)** programme (see previous)

## United Nations University - Internships

<http://unu.edu/employment/intern.html> The Purpose of the United Nations University (UNU) Internship Programme is set forth as follows: To promote interaction and dialogue between young scholars and UNU; To provide support to activities within the UNU Centre; To familiarize interns with the research work and related activities of the UNU. For further details, and how to apply, follow the link.

## Pan American Health Organisation – Internship Opportunities

[http://new.paho.org/hq/index.php?option=com\\_content&task=view&id=31&Itemid=160&limit=1&limitstart=7](http://new.paho.org/hq/index.php?option=com_content&task=view&id=31&Itemid=160&limit=1&limitstart=7)

The Organization's technical units (and occasionally its administrative offices) do accept a few of the many individuals who volunteer their services in this manner each year. The distinction made between internship and volunteer assignments is that Interns are actually full time university students while Volunteers are professionals not currently enrolled full time at a college or university. Once you have identified the area of work that interests you, write directly to either: the "Area Manager" (FCH, SDE, etc.), the "Unit Chief" (FCH/IM, SDE/RA, etc) or the "PAHO/WHO Representative" in the country office and offer your services. For full details on how to do this visit the link above.

## World Health Organization

Note: for general employment profiles and required qualifications visit:  
<http://www.who.int/employment/profiles/en/>

- **The Junior Professional Officer (JPO) Programme** within WHO is a starting point for young professionals who wish to pursue a career in public health. For full details, see previous JPO description.
- **Internship Programme** Every year a limited number of places for internships are available. To take part in the programme, The WHO looks for the following minimum eligibility criteria: 1. Applicants must be enrolled in a degree programme in a graduate school (second university degree or higher) both at the time of application and during the internship 2. Applicants pursuing their studies in countries where higher education is not divided into undergraduate and graduate stages must have completed at least three years of full-time studies at a university or equivalent institution towards the completion of a degree. 3. A minimum of 20 years of age 4. Possess a first degree in a public health, medical or social field related to the technical work of WHO. 5. Fluent in the working language of the office of assignment . Internship Application Dates. Summer (May to October) - To be considered for a Summer internship, applications are accepted between December 1 - January 31 each year. Winter (November to April) - To be considered for a Winter internship, applications are accepted between August 1 - September 30 each year.