

INTERNSHIP OFFER

World Jewish Congress – GENEVA

Assisting the UN Representative and JDCorps Policy Analyst

The World Jewish Congress is the international organization that represents Jewish communities and organizations in 100 countries around the world. It advocates on their behalf towards governments, parliaments, international organizations and other faiths. The WJC represents the plurality of the Jewish people, and is politically non-partisan.

The Geneva office covers:

- The UN and other international organizations in Geneva and UNESCO in Paris. It is also responsible for bilateral relations with diplomatic missions and other organizations operating in the field.
- The Jewish Diplomatic Corps (JDCorps) flagship program, which is a worldwide network of outstanding young Jewish professionals who voluntarily engage in diplomacy and public policy. It now comprises a cadre of some 130 professionals aged 27 to 45, from more than 30 countries.

This internship opportunity is best fitted to those individuals looking to gain practical experience in the work of a large organization, to learn and understand the UN system in Geneva (and specifically the Human Rights Council), to improve their drafting and research skills and to experience the work in the diplomatic arena.

Job description:

The intern will work closely with the Geneva representative. It will assist in the day-to-day work, *inter alia*, preparation for diplomatic meetings, conferences, events, UN bodies sessions and meetings, preparation of policy papers and reports. The intern will also be involved in all other activities of the Geneva office.

Qualifications:

- The position is open to students and graduates in international relations, politics, law, communication or related subjects.
- The successful applicant will have strong commitment to human rights/international issues as well as commitment and understanding of the Jewish diaspora interests.
- Strong oral and written communication skills in English are required. Knowledge of French and another UN official language is a very big asset.
- Strong interpersonal and teamwork skills, independent thinking and initiative are essential.

Terms and conditions:

- The internship position is unpaid. Students are often able to gain academic credit for their internship with the World Jewish Congress, as it enables the practical exposure to the work of the UN and the diplomatic field.
- Interns are asked to commit for a minimum period of 3 to 6 months.
- Starting date: 1st February 2016

The World Jewish Congress is an equal opportunities employer.

Application:

CV and cover letter should be sent to Ms. Lauren Rose (lrose@wjcmail.org). Only shortlisted candidates will be contacted further and interviewed.