Job Title:	**Human Rights Intern**		
Cluster:	UN Hub - Geneva		
Grade & Salary:	USD 1200 per month (stipend)	**Contract Type:**	Full-Time, 6 Month Internship Contract
Location:	Remote		
Reports to:	Cluster Lead Geneva		
Direct Reports:	None		
Job Role			
Role Overview:	The role holder is responsible, under the supervision of the UN Advisor and the UN Advocacy and Network Officer, for assisting in the implementation of CIVICUS advocacy priorities in the context of CIVICUS's work with UN human rights mechanisms. The role will also contribute to network engagement and member support activities, event coordination and logistics, and research related to human rights.		
Areas of Responsibilities	**Key Activities**		
UN Advocacy and member support	• Assist CIVICUS' engagement with the UN Human Rights Council and other human rights bodies. • Support the development of written materials, statements and speaking points. • Support CIVICUS' members and partners and human rights defenders during their advocacy missions. Including providing logistical arrangements.		
Event coordination and communication	• Support in the organisation of events as appropriate including logistical arrangements. • Assist the communications team in rolling out timely and effective communication materials.		
Research	• Assist with background research related to human rights and civil society participation at the UN, including drafting of briefs and summaries.		
Administration	• Support administrative activities related to office and file management.		
Other	• The role holder will from time to time be required to carry out any other duties related to the scope of work.		
Person Specification			
Education, Language & Qualifications	• A Bachelor's degree or Master's Degree in international relations, law, politics, or relevant social sciences from a reputable university. • At least 6 months of relevant work experience in an international policy development or advocacy environment.		

Essential Knowledge, skills and Experience	• Excellent verbal and written communication skills in English. • Excellent IT skills, including experience with MS Office. • Good understanding of international relations and policy making. • Good understanding of international relations and policy making. • Good understanding of the civil society landscape and global politics. • Ability to work in a team and network with a broad range of external stakeholders from different cultural backgrounds.
Desirable Knowledge, skills and Experience	• Other languages beneficial, Spanish or French an asset • Based in Europe and willingness to travel to Geneva 1-2 times during the internship if required (March 2027 and June 2027)