



UNESCO Special Internship Programme

2017

Name of Organisation: UNESCO - United Nations Educational, Scientific & Cultural Organization
Internship Coordinator: Rossella Salvia, Human Resources Officer; r.salvia@unesco.org ; tel. 0033 1 45681073
Fellow Supervisor: Mr. Alton Grizzle, Programme Specialist in Communication and Information
Homepage: www.unesco.org

Placement Description

Duration: 12 months – from August 2017 to August 2018
Description of tasks to be assigned: The incumbent is required to assist the Section for Media Development and Society (MAS) activities relating to: Media and information literacy (MIL) Specifically, the incumbent will assist with:
1. Roll-out UNESCO MIL CLICKS social media strategy;
2. Desk research on citizens' interaction with MIL, diffusing UNESCO MIL strategy through contribution of related articles to online platforms such as OFCOM, International Clearinghouse on Children Youth and Media etc.
3. Logistics and promotion concerning the Global MIL Week 2017 Feature Event, namely, the Global MIL Week Conference to be held from 31 October to 3 November 2017 in Jamaica; liaising with speakers and participants, collecting speakers' biographies and profile pictures;
4. Implementation of follow-up actions for the Global MIL Week 2017 Feature Event, issuing thank-you letters to participants, speakers, moderators and partners;
5. Drafting of news articles in relation to various MIL activities;
6. Coordinating youth interest in UNESCO MIL Capacity Building for Youth Organizations initiative;
7. Liaising with youth to complete the UNESCO questionnaire in connection with the MIL MOOC;
8. Liaising with the Youth Sub-Committee of the Global Alliance for Partnerships on Media and Information Literacy (GAPMIL);
Methodology of supervision: Brief fortnightly reports according to agreed targets to be prepared by supervisor and intern; Regular review meetings.
Expected contribution (major expected outcomes):
Learning objectives (to be refined at the beginning of the internship): Finally, the incumbent will be comfortable with working in multicultural environments and multilateral contexts, and acquire knowledge in the field of media and information literacy.
Potential participation in missions (at UNESCO's cost): The Global MIL Week 2017 feature event in Jamaica
Further Remarks:



Candidate Profile

Academic qualification (candidates are accomplishing a post-graduate degree)
Ideally, a Master's Degree in media and communication or related area. It could be that the person is finalizing her/his degree. Post graduate degree in international relations, ICTs, international development, political science etc. would also be acceptable.
Knowledge of specific subject areas:
Media development and communication and information in general
Language requirements:
Proficient in English
Information technology skills:
Proficient in Microsoft Office suite; web design and content management system skills would be an asset.
Practical experience (if needed):
Previous work experience in the area would be an asset but not compulsory.
Other qualifications and skills (e.g. teamwork, communication etc.):
Work in a team, intercultural environment, communicate well in English, good drafting skills, self-driven and able to multitask.