



## UNESCO Special Internship Programme

2017

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

### Placement Description

<b>Duration:</b> 12 months – from August 2017 to August 2018
<b>Description of tasks to be assigned:</b> 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: <ol style="list-style-type: none"><li>1. Roll-out UNESCO MIL CLICKS social media strategy;</li><li>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.</li><li>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;</li><li>4. Implementation of follow-up actions for the Global MIL Week 2017 Feature Event, issuing thank-you letters to participants, speakers, moderators and partners;</li><li>5. Drafting of news articles in relation to various MIL activities;</li><li>6. Coordinating youth interest in UNESCO MIL Capacity Building for Youth Organizations initiative;</li><li>7. Liaising with youth to complete the UNESCO questionnaire in connection with the MIL MOOC;</li><li>8. Liaising with the Youth Sub-Committee of the Global Alliance for Partnerships on Media and Information Literacy (GAPMIL);</li></ol>
<b>Methodology of supervision:</b> Brief fortnightly reports according to agreed targets to be prepared by supervisor and intern; Regular review meetings.
<b>Expected contribution (major expected outcomes):</b>
<b>Learning objectives (to be refined at the beginning of the internship):</b> 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.
<b>Potential participation in missions (at UNESCO's cost):</b> The Global MIL Week 2017 feature event in Jamaica
<b>Further Remarks:</b>



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## Candidate Profile

<b>Academic qualification (candidates are accomplishing a post-graduate degree)</b>
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.
<b>Knowledge of specific subject areas:</b>
Media development and communication and information in general
<b>Language requirements:</b>
Proficient in English
<b>Information technology skills:</b>
Proficient in Microsoft Office suite; web design and content management system skills would be an asset.
<b>Practical experience (if needed):</b>
Previous work experience in the area would be an asset but not compulsory.
<b>Other qualifications and skills (e.g. teamwork, communication etc.):</b>
Work in a team, intercultural environment, communicate well in English, good drafting skills, self-driven and able to multitask.