

CARLO SCHMID PROGRAMME
 FOR INTERNSHIPS IN INTERNATIONAL ORGANISATIONS AND EU INSTITUTIONS
 PLACEMENT OFFER 2018/2019

Reference No.: ILO1, Genf - Youth Employment

Name of host organisation	International Labour Organization
Internship Coordinator	Gillian Barmes
Address	International Labour Office 4 route des Morillons CH 1211 Geneva Switzerland
Homepage	www.ilo.org/decentjobsforyouth

Placement Offer

Dates/duration	03.09.2018 - 28.02.2019, 6 months
Supervisor	Susana Puerto Senior Youth Employment Specialist and Coordinator of the Global Initiative on Decent Jobs for Youth Employment Policy Department, International Labour Organization (ILO)
Detailed description of the internship project(s); tasks assigned	<p>The work of the Carlo Schmid intern under this placement offer will contribute to the leading role of the ILO as coordinator of "<u><i>Decent Jobs for Youth – The Global Initiative for Action</i></u>".</p> <p><i>Decent Jobs for Youth</i> was endorsed by the United Nations Chief Executive Board for Coordination and launched in 2016 with the objective of facilitating increased impact and expanded country-level action on decent jobs for youth through multi-stakeholder partnerships, the dissemination of evidence-based policies and the scaling up of effective and innovative interventions. The initiative brings together 22 United Nations entities, governments, social partners, the private sector, youth organizations, civil society, foundations, parliamentarians, regional and multilateral organizations, academia and the media. It represents a unique cooperation to tackle the youth employment challenge and assist governments in delivering on the 2030 Agenda for Sustainable Development.</p> <p>Tasks under this placement offer cover the following areas:</p> <ol style="list-style-type: none"> 1. Partnership building for youth employment action 2. Communication and media 3. Knowledge management <p>The position is placed within the Employment Policy Department of the ILO. The Employment Policy Department is responsible for promoting full and productive employment by developing integrated employment and skills policies that maximize the employment impact of economic growth, investment and development and which are inclusive, gender sensitive, productive and sustainable.</p> <p>The ILO is committed to promoting decent jobs for young women and men. Its work is guided by the 2012 resolution of the International Labour Conference on "The youth employment crisis: A <u>call for action</u>" to tackle the unprecedented youth employment crisis through a multipronged approach geared towards pro-employment growth, decent job creation, respect for youth rights and gender equality.</p> <p>Specific duties and responsibilities include:</p> <ol style="list-style-type: none"> 1. Partnership building for youth employment action: Support the growth of the partnership with the ultimate goal of stimulating country- and regional-level action. <ul style="list-style-type: none"> • Identify and engage global, regional, and national actors for enhanced collaboration through Decent Jobs for Youth, including soliciting and following up on commitments. Potential partners include: governments, private sector companies, social partners (i.e. trade unions and employers' associations), the academia, young people, civil society organizations, foundations, media outlets, entities of the United Nations and other multilateral institutions and regional organizations. • Design business cases and support resource mobilization efforts for action at

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	<p>country and regional levels.</p> <ul style="list-style-type: none"> Support the engagement of partners across eight key thematic priorities, namely: Green jobs for youth, Digital skills for youth, Quality apprenticeships, Youth in fragile situations, Youth transitioning to the formal economy, Youth in the rural economy, Youth entrepreneurship and self-employment, and Young workers in hazardous occupations. <p>2. Communication and media: Assist in the development and application of the communication strategy of <i>Decent Jobs for Youth</i> as well as advocacy efforts.</p> <ul style="list-style-type: none"> Support the development of media tools and communication materials, including speeches, statements, and brochures. Support communication through social media and assist with the production and editing of audio/visual materials. Actively support events, campaigns and meetings at global, regional and country levels. Support the growth of the online engagement platform. <p>3. Knowledge management: Contribute to the establishment and growth of the knowledge facility of Decent Jobs for Youth.</p> <ul style="list-style-type: none"> Support the development and maintenance of the online knowledge facility with a view to strengthen communication and advocacy. Assist in populating the platform with information received from partners of <i>Decent Jobs for Youth</i>. Support the promotion of the platform through engagement with partners.
Training components and learning elements	<p>The intern will have the opportunity to gain significant understanding of the youth employment challenge on a global level from a partnership and communication perspective. She/he will receive on-the-job training on youth employment, labour market policies and programmes, partnership building, and communication.</p> <p>In addition, the internship will provide the intern the opportunity to work with and learn from other colleagues in the Employment Policy Department (EMPLOYMENT), the Department of Communication (DCOMM), the Department of Partnerships (PARDEV), and ILO liaison offices in New York and Madrid.</p>
Participation in missions or training courses	<p>The intern will participate in all training activities to be carried out in Geneva.</p>

Required Qualifications

Academic qualification	Academic requirement: M.A. (preferable); BA (minimum)
Subjects	Communications, public relations, journalism, liberal arts, international media studies, multimedia communication, social sciences, international relations, or other relevant subject area.
Language Skills	English. Knowledge of French and/or Spanish would be an advantage.
Computer literacy	Proficiency in Microsoft Office (Excel, Word, PowerPoint). Experience with Adobe InDesign as well as photo and video editing software would be an advantage.
Internship-related experiences	<ul style="list-style-type: none"> Experience in project support and knowledge management. Previous experience in the following areas are a plus: communication, social media, campaigns, event management, knowledge management, radio, TV, online and print media.
Additional skills/requirements	<ul style="list-style-type: none"> Excellent organisational skills. Strong communication skills: written, verbal and interpersonal. Attention to detail and quality oriented. Ability to work well in teams and independently. Able to take initiative and be proactive.