

Vacancy Announcement

PROGRAMME INTERN (August 2022 to April 2023)

Child Rights Connect is looking for a full -time programme intern (40 hours per week) starting on 25th August 2022 until 31st March 2023.

****PLEASE NOTE**** To be considered for this internship, candidates must satisfy ALL of the following requirements:

- Be a Swiss citizen, EU citizen, or already in possession of a Swiss/EU work permit;
- Be an enrolled University student (enrolled in either (a) the last year of an undergraduate/Bachelor programme; or (b) a graduate/Master's programme); and
- Be able to obtain an internship agreement with the enrolled University that allows for you to work 40 hours per week.

Child Rights Connect is the largest global network of child rights organisations, based in Geneva, Switzerland, reaching millions of children in around 185 countries and working to realise the rights of all children in all places through the UN human rights system. Child Rights Connect works to mainstream children's rights and a child rights-based approach throughout the broader UN human rights system. This includes monitoring human rights developments at the UN which may have an impact on children's rights and coordinating children's rights defenders around joint advocacy activities on key priority issues at the UN Human Rights Council. Our work also involves providing children's rights defenders, including children, with capacity-building and technical assistance to help them better promote, implement and monitor the CRC in their countries, through engaging with UN human rights mechanisms including the Committee on the Rights of the Child. You can find out more about our activities and strategic goals in our [Strategic Plan 2020-2024](#).

JOB DESCRIPTION

Main responsibility

Support the work of the Child Rights Connect Programme Team which includes:

- Senior Child Empowerment and Safeguarding Officer
- Global Advocacy Officer
- CRC Reporting and Programme Support

Main tasks

- Assist in the provision of on-going technical assistance and capacity building to children's rights defenders, including children.
- Provide support to child participation and safeguarding activities.
- Support the management of Child Rights Connect's global [Children's Advisory Team](#) including regular correspondence with child advisors on the Platform 'Basecamp.'
- Assist in the development of activities related to the 2020 [Implementation Guide on child human rights defenders](#), including developing child-friendly materials and related online resources. This will include activities linked to the forthcoming UN Guidance Note on Child Rights Mainstreaming.
- Support ongoing activities of different Child Rights Connect [Working Groups](#) and Taskforces.

- Support the organisation's work relating to CRC reporting, including in preparation of the CRC sessions and pre-sessions of the Committee on the Rights of the Child, as well as the mobilisation of children's rights defenders for future sessions and pre-sessions (Aug-Sept 2022, Jan-Feb-2023).
- Support management of the organisation's CRC reporting mailbox.
- Provide support in monitoring different dialogues and conducting activities during HRC sessions (Sep-Oct 2022, Feb-Mar 2023).
- Undertake background research and assist with the preparation of internal and external documents.
- Prepare communications materials and assist in developing tools and updating the website and social media.
- Administrative support and other tasks, as necessary.

CANDIDATE PROFILE

1. A first-level university degree in a relevant field (e.g. international human rights law, political science, international relations) is preferred or being in the final year of such studies.
2. Strong organisational skills and ability to prioritise multiple tasks.
3. Fluency in English and a strong competency in French and Spanish is desired.
4. Strong sense of responsibility and ability to work independently.
5. Good teamwork and communication skills.
6. A commitment and interest towards children's rights, including child participation.
7. Computer literacy including Microsoft office suite. Experience with social media, WordPress and Google Forms and Docs (or willingness to learn) is a plus.
8. Understanding of the international human rights framework would be a strong asset.

CONDITIONS

A monthly allowance of CHF 1,200 is provided (Swiss social charges will be deducted from this amount).

It is an in-person Geneva based internship, however, flexibility measures regarding working from home will be discussed with the supervisor, and particularly in relation to the COVID-19 pandemic.

APPLICATION PROCESS

Please send a CV, a letter of motivation, along with a short writing sample by email to: recruitment@childrightsconnect.org

Important: In the subject of your email, please indicate "Programme Intern 2022-2023".

Please note that due to the high number of applications, we will not review incomplete applications and only short-listed candidates will be contacted.

Deadline: Applications should be submitted via email by midnight of 14th July (CET time).

Interviews: Interviews will take place during the week of 18th July via Zoom.