



A Network of People
Building Peace

GPPAC Internship Knowledge, Practice and Advocacy, and Gender

Starting date	11 March 2019
Duration	4 months (4 days a week)
Location	GPPAC Foundation in The Hague, the Netherlands
Deadline	20 February 2019

Please note that the position is unpaid. We will provide EUR 170 per month to cover expenses.

About GPPAC

The GPPAC Foundation is a non-governmental organisation that promotes conflict prevention and peacebuilding strategies and supports and connects people working for peace worldwide. It is the Global Partnership for the Prevention of Armed Conflict (GPPAC), a network of civil society organisations working in this field. See: www.gppac.net

We facilitate connections between network members for learning and knowledge exchange, and we work to make sure that the voices of local civil society organisations are heard in national and international policy arenas.

GPPAC seeks to build a new international consensus on the way in which we approach violent conflict, calling for a fundamental change: a shift from reaction to prevention.

About the GPPAC Internship Programme

Interns are invaluable to GPPAC, as they support our programmes with a great deal of enthusiasm and dedication. In turn, we aim to provide our interns with a useful learning experience for professional development. In addition to on-the-job learning about the programme they intern with, interns will gain an overview of the workings of our organisation and network as a whole. We also provide a series of short workshops over the duration of the internship, on topics ranging from the theoretical (how to analyse a conflict) to the practical (how to develop a project budget). Each intern, together with their supervisor, sets personal learning goals, which are monitored throughout the internship.

Internship Knowledge, Practice and Advocacy, and Gender

The Knowledge, Practice and Advocacy team facilitates the knowledge exchange and development amongst GPPAC members on specified themes within the conflict prevention field. It enables a unique clearinghouse of civil society generated knowledge, through collecting, sorting and documenting experiences, lessons learned and best practices on conflict prevention. The programme products also feed into GPPAC advocacy and outreach strategies at different levels.

Tasks

The tasks of this internship will include, amongst others:

Gender programme

- Provide support in the coordination and actions of the Gender Focal Points
- Attend meetings related to women, peace and security issues (National Action Plans on UN Security Council Resolution 1325 etc.) in the Netherlands / Brussels and report to the Gender Coordinator and GPPAC staff.
- Propose and develop content for the Gender Focal Points Update.
- Support GPPAC's involvement in the working groups on Women, Peace and Security (NATO Civil Society Advisory Panel on Women, Peace and Security, NGO working group on WPS, etc.) including fact-finding, proofread reports, consolidate input, and liaise with members.



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Improving Practice and Influencing Policy programmes

- Provide support in the coordination and actions of the GPPAC working groups: Improving Practice, Peace Education and/or Influencing Policy.
- Support the work of the Improving Practice:
 - In particular, production of toolkits on Women, Peace and Security and on Influencing Policy (SDGs focus), and organise webinars.
 - Support in managing database of contacts and training opportunities.
- Support the organisation of the Peace Education working group meeting.
- Help with policy analysis - summarizing, fact-finding, etc.

General task(s)

- Work with other interns in compiling information for the bi-weekly GPPAC Update. The newsletter provides GPPAC members with internal and external updates, serves as a place to share members' own news and includes information about relevant resources and opportunities.
- Develop the second season of the Peace Corner Podcast series together with other interns (conduct interviews, prepare interview questions, identify topics, etc.). You can find the podcast [here](#).
- Support fundraising tasks (including fact-finding, checking eligibility, collecting suggestions).
- Some general office support beyond the assigned programme tasks, when requested (daily organisational tasks will be kept to a minimum).

Requirements

- Relevant educational background (university level), preferably in peace and conflict studies, international relations, political science or a related field.
- Familiarity and understanding of the civil society sector.
- Demonstrated research and analytical skills.
- Excellent command of written and spoken English, knowledge of other languages a strong advantage.
- Strong communication skills.
- Strong organisational skills, ability to manage assigned tasks and work according to deadlines.
- Proactive, able to work independently, problem-solving skills and show initiative.
- Systematic, meticulous eye for detail.
- High level of computer literacy, in particular, use of Word, Excel, and online tools.

How to apply

Please send your CV, a cover letter explaining your motivation and how you fit the requirements, and a writing sample (can be an essay, article, etc.) to **Ms Gabriëlla Vogelaar, g.vogelaar[at]gppac.net** and **Ms Maja Vitas Majstorovic, m.vitas[at]gppac.net**, with just **Internship Knowledge, Practice and Advocacy, and Gender** in the subject line. We only consider complete applications.

The **deadline for receipt of applications is 20 February 2019, 23:59** (Netherlands time). Interviews will take place in the week of 25 February 2019 by phone or Skype. We normally receive a considerable amount of applications for internships and, therefore, **only contact shortlisted candidates**. For progress in the recruitment process, please consult our website <http://gppac.net/vacancies>.