



A Network of People
Building Peace

GPPAC Internship Gender Programme

Starting date	2 September 2019
Duration	4 months (4 days a week)
Location	GPPAC Foundation in The Hague, the Netherlands
Deadline	22 July 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 Secretariat of 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 Gender

The Knowledge, Practice and Advocacy (KPA) 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.

The Gender programme supports GPPAC regions and other programmes in integrating gender-sensitive peacebuilding perspectives into their work and contributes a conflict prevention perspective to global advocacy efforts on women, peace and security issues. GPPAC builds on and promotes women's active leadership in conflict prevention and links this to the global advocacy for the full implementation of UNSCR 1325 on Women, Peace and Security and other relevant policy processes.

This internship has a focus on Gender activities under the supervision of the Coordinator Gender. The coordinator works from Belgrade in Serbia but the location for this internship position is in The Hague, the Netherlands.



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Tasks

The tasks of this internship will include, amongst others:

Gender programme

- Assist with the content and logistical preparations for the “Women, Peace and Security (WPS) advocacy week”.
- Assist with the WPS Week report, consolidating information, formatting, fact-checking.
- Assist with the policy analysis related to Women, Peace and Security, gender and peacebuilding.
- Liaise with GPPAC gender experts (Gender Focal Points) (collect and process information, etc.).
- Support further development of the Gender toolkit.
- Assist with GPPACs UNSCR 1325 review process.
- Assist with an update of the content for online community Taking Women Beyond 1325.
- Attend meetings related to women, peace and security issues (National Action Plans on UN Security Council Resolution 1325 etc.) in the Netherlands and potentially Brussels.
- Work on the Gender Focal Points Update issued quarterly.

General task(s)

- Support event organisation and liaise with the communications team around KPA activities.
- Support fundraising tasks (including fact-finding, checking eligibility, collecting suggestions).
- Work with other interns in compiling and presentation of information for the GPPAC Update to send out once every two weeks to the GPPAC members. 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 new season of the Peace Corner Podcast series together with other interns (conduct interviews, prepare questions, identify topics, etc.). You can find the podcast [here](#).
- General office support and support to fundraising beyond the assigned programme tasks, when requested (daily organisational tasks are 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 with, and understanding of the civil society sector.
- Excellent command of written and spoken English, knowledge of other languages, particularly Russian will be considered as an advantage.
- Strong communication skills.
- Strong organisational skills, ability to manage assigned tasks and work to deadlines;
- Demonstrated research and analytical skills.
- Proactive, able to work independently, problem-solving skills and show initiative.
- A systematic, meticulous eye for detail.
- High level of computer literacy, in particular, the 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 **Maja Vitas Majstorovic, m.vitas[at]gppac.net**. For processing purposes, please write only “**Internship Gender**” in the subject line. We will only consider complete applications. The **deadline for submitting applications is Monday 22 July 2019, 17:00 Netherlands time**. Interviews will take place in the week of 29 July 2019.

We normally receive a considerable amount of applications for internships and therefore **contact only shortlisted candidates**. For progress in the recruitment process, please consult our website <https://gppac.net/vacancies>.
