VACANCY ANNOUNCEMENT
UNU-EHS INTERNSHIP PROGRAMME

Organizational Unit: United Nations University – Institute for Environment and Human Security (UNU-EHS)

Reference Number: UNU-EHS/EGECHS/ MULTIMEDIA AND E-LEARNING/2014(1)

Applications: *By email to:* internship-applications@ehs.unu.edu
By post to:
UNU-EHS
Internship Coordinator
UN Campus
Platz der Vereinten Nationen 1
D-53113 Bonn, GERMANY

Application deadline: Rolling

United Nations University's Mission: The United Nations University (UNU) is an international community of scholars, engaged in research, postgraduate teaching and capacity development and dissemination of knowledge in furthering the purposes and principles of the Charter of the United Nations. For more information, please visit http://ehs.unu.edu.

UNU-EHS, established in December 2003, addresses the risk and vulnerability aspects of human security and the consequences of complex environmental hazards for sustainable development. The work of UNU-EHS helps to improve the in-depth understanding of the cause effect relationships to find ways to reduce risks and vulnerabilities. The Institute supports policymakers and decision makers with evidence-based research and information.

The eduSphere section investigates the teaching – research nexus to enhance the graduate education and research training of the Institute. The section develops open educational resources on vulnerability and risk for sharing with educators, students and self-learners to use, reuse and adapt them in teaching, learning and research. Information Communications Technologies (ICT) play a key role in the activity of the section with regard to eLearning/distance education, open source technologies and new media in context WEB 2.0 technologies to facilitate communication and knowledge sharing, to enhance project work, and design and deliver learning materials.

Responsibilities: The successful candidate will:
- Support the development of multimedia content for educational purposes particularly audio-video materials at UNU-EHS,
- Support the recording, editing and publishing of conferences, workshops and educational events at UNU-EHS,
- Support the introduction and administration of social media for educational purposes at UNU-EHS,
- Support the design of and delivery of web based educational content.

Qualifications and Requirements:

Field of Study: media, graphic design, computer science, information/communication technologies, education or a related field

Essential Skills and Attributes:
- Good knowledge in corporate video, short film and corporate publishing,
- Experience with lecture recording tools and software, Adobe creative/eLearning suite (Premiere, Audition, Captivate, Presenter, Photoshop, Flash, etc.),
- Knowledge of relevant digital applications including familiarity with Social-Media platforms and Content Management Systems (CMS),
- Ability to work independently and maintain effective working relationships with people of different national and cultural backgrounds,
- Excellent command of English.

Desired Skills:
- Experience in eLearning will be considered as an asset
- Other languages, such as French and/or German, will be considered an asset

Teaching/learning objectives:
- Work on exciting projects in context of eLearning, knowledge management and WEB 2.0 technologies,
- Work with a culturally diverse innovative team,
- Gain work experience within UN international working environment.

Duration:

The successful candidate will be based at UNU-EHS in Bonn on a full-time basis for a contractual period ranging between 3-6 months. The internship is not remunerated.

Starting Date:

As soon as possible

Application Procedure:

Interested applicants should submit their application, preferably by e-mail, and must include the following:
- Quote reference number UNU-EHS/EGECHS/ MULTIMEDIA AND E-LEARNING/2014(1) in the email subject line
- Curriculum Vitae in English;
- Cover letter in English: outlining your motivations, experience in technical skills mentioned above, possible contributions to the programme and future career goals;
- Completed UNU-EHS application form (downloadable at: http://ehs.dev.unu-mc.org/about/internship/international-internship-programme.html#files under Links & Documents);
- Two letters of recommendation.

For the information about the application procedure, please visit http://ehs.dev.unu-mc.org/about/internship/international-internship-programme.html#applications_procedure.

Workforce diversity is essential to UNU. Suitably qualified candidates from diverse backgrounds including minority groups, indigenous groups and persons with disabilities are equally encouraged to apply. All applications will be handled with the strictest confidence.

Only short-listed candidates will be contacted. Unsuccessful applications will not be acknowledged nor returned.

If you have any questions, please contact us at internship-applications@ehs.unu.edu and for questions concerning the responsibilities/requirements tambo@ehs.unu.edu