

Internship Opportunity

Support to IDDRI's Executive committee

The Institute for Sustainable Development and International Relations (IDDRI)'s Executive committee is offering a 6-month paid internship to provide support for the preparation and implementation of its strategic activities.

About IDDRI

Founded in 2001, IDDRI is an independent think tank that aims to facilitate the transition towards sustainable development. IDDRI identifies the conditions and offers the tools for integrating sustainable development into public and private policies. The Institute acts at various levels, from international cooperation to engaging national and sub-national governments, as well as private companies. As a research institute and a dialogue platform, IDDRI creates the conditions for a shared analysis and expertise between stakeholders. Based on leading interdisciplinary research, IDDRI connects its stakeholders and partners in a transparent, collaborative manner and makes its analysis and proposals available to all. IDDRI's focus is on four major issues: climate, biodiversity and ecosystems, sustainable development governance, and the Ocean.

Scope of the internship

2021 is an important year both internally for IDDRI as it is preparing its strategic orientations for the next 5 years as well as renewing key strategic institutional partnerships and at the geopolitical and international level with the major international summits on climate and biodiversity as well as important European milestones: the French presidency of the EU early 2022, key electoral moments (German general elections in Sept 2021 and French general elections in May 2022).

In this context, the Executive Committee is looking for an intern to assist its members with:

- 1) Literature review /Background research (including data crunching)
- 2) Drafting of briefing/technical notes on a wide range of subjects
- 3) Metrics and processes internal to Iddri
- 4) Preparation of keynote speeches
- 5) Logistical support
- 6) As required, provide additional support to the Executive Committee

Required qualifications

- ✓ Undergraduate qualification in a relevant field (economics, political science, social science...);

- ✓ Knowledge and understanding of sustainable development related issues;
- ✓ Bilingual French and English;
- ✓ Excellent research and writing skills;
- ✓ Motivated, able to work independently and use own initiative;
- ✓ Strong analytical skills.

Supervision and specificities

The internship will be supervised by members for the executive committee, Léna Spinazzé (Director of Development and Innovation) and Khalil Elouardighi (Director of programmes).

The selected candidate will be required to work on both analytical/research activities and organisational activities. The internship will provide the opportunity to:

- ✓ Participate in strategic discussions
- ✓ Develop a knowledge of the sustainable development community in France, EU and international levels
- ✓ Further the intern's knowledge on sustainable development related issues
- ✓ Attend, when possible, conferences and international meetings
- ✓ Experience the working environment of a think tank with a dynamic team of researchers

Location and contract

The successful candidate will be offered a 6-months internship from January to June 2021. Given the sanitary crises due to COVID-19, the internship will be mostly home based with possible access to IDDRI offices depending on the evolution of the pandemic.

IDDRI offers:

- ✓ A monthly stipend of €1,100 net
- ✓ Subsidised restaurant tickets (60%)
- ✓ Subsidised public transport (50%)

How to apply

Please send a CV and a cover letter to lisa.dacosta@iddri.org

Application deadline: 5 February 2021

IDDRI is an equal opportunity employer and we encourage applications from candidates from all backgrounds.