



## **INTERNSHIP OPENING**

Date of issuance: 20/07/2017

<b>Posting title:</b>	Intern - Training
<b>Unit/Project:</b>	UNICRI Liaison Office in Rome
<b>Duty station:</b>	Rome, Italy
<b>Proposed duration and EoD:</b>	Semester: Spring 2018 (January - April 2018) Minimum duration: 2 months
<b>Deadline for applications:</b>	<b>20 September 2017</b>
<b>Reference number:</b>	<b>IO_Spring 2018_12_Rome</b>

*The United Nations Interregional Crime and Justice Research Institute (UNICRI) accepts a limited number of unpaid interns on an ad hoc basis. The objective of the internship programme is to enhance the educational experience of graduate and post-graduate students from diverse academic backgrounds through practical work assignments and on-the-job experience, to expose them to the work of the United Nations and to provide UNICRI with the assistance of highly qualified students specialized in various professional fields.*

*The intern is expected to work on a full-time basis at UNICRI premises in Rome, Italy.*

*UNICRI will not bear any cost for the internship and all expenses connected with it must be borne by the intern.*

### **1. Background**

UNICRI is a United Nations entity established in 1965 to support countries worldwide in preventing crime and facilitating criminal justice. UNICRI is mandated to assist intergovernmental, governmental and non-governmental organizations in formulating and implementing improved policies in the field of crime prevention and criminal justice. UNICRI's goals are:

- to advance understanding of crime-related problems;
- to foster just and efficient criminal justice systems;
- to support the respect of international instruments and other standards;
- to facilitate international law enforcement cooperation and judicial assistance.

Integrated knowledge management through research and dissemination of relevant information on crime prevention and criminal justice is one of UNICRI's core objectives. This objective is reliant upon specialized training and education activities. UNICRI is constantly expanding its activities in the field of post-graduate education, offering a wide range of trainings for a variety of professional needs.

## **2. Specific tasks to be performed**

Within the framework of the UNICRI Internship Programme and under the supervision of the Programme Officer, the Intern will assist the UNICRI Liaison Office in Rome by performing the following tasks:

- Assist in the coordination, organization and implementation of the training activities organized by the UNICRI Liaison Office in Rome;
- Assist in carrying out advertisement campaign for forthcoming training courses;
- Assist in the electronic filing of applications received for forthcoming training courses;
- Provide logistical support for the daily organization of forthcoming training courses;
- Assist in evaluating training activities after their conclusion and compiling data into file records;
- Conduct research on topics related to UNICRI projects;
- Carry out background analysis for the design of project proposals;
- Assist in identifying events and conferences relevant to the Rome-based projects;
- Draft and file relevant correspondence and documents;
- Perform other duties upon request.

In addition, the intern may spend 10% of his/her time for the preparation of materials/reports on a topic of his/her choice (optional).

## **3. Qualifications**

### Education:

Applicants shall hold at least a first university degree (Bachelor or equivalent) in a field relevant to UNICRI's activities.

Applicants who have graduated with a university degree (first or second university degree, or equivalent, or higher), if selected, must commence the internship within a one-year period of graduation.

Applicants enrolled in the final academic year of a first university degree programme (Bachelor or equivalent) shall also be considered for this internship opening.

### Languages:

Proficiency in both oral and written English is required.

## **4. Submission of applications**

Applicants are required to complete application form available at:

[http://www.unicri.it/institute/join\\_us/jobs/internships/](http://www.unicri.it/institute/join_us/jobs/internships/)

Applications must indicate the Internship Opening reference number. Applications that do not quote the reference number and/or are received after the deadline will not be considered.

Applications shall be sent - preferably - via email to [internship@unicri.it](mailto:internship@unicri.it).

If electronic submission is not possible, a hard copy can be mailed or faxed to:

UNICRI  
Internship Coordinator  
Viale Maestri del Lavoro, 10  
10127 Turin, Italy  
Fax: +39 011 6313 368

Due to the expected high volume of applications, only short-listed candidates will be contacted for interview.