



Internship Opportunity: Human Rights Defenders Program Intern

Internship Sessions:

<u>Session</u>	<u>Application Deadline</u>
<i>Fall: September – December</i>	<i>July 31</i>
<i>Spring: January – May</i>	<i>November 30</i>
<i>Summer: June – August</i>	<i>April 30</i>

Schedule: Internships are full-time. Monday thru Friday, 9AM – 5PM.

Location: 777 UN Plaza, New York, NY 10017

Reports to: Direct Supervisor (Program Manager)

About the Internship

ISHR is an independent, non-profit organization with offices in Geneva and New York. The internship offers a unique opportunity to view the United Nations human rights system at work in New York. It provides hands-on experience working for an international non-governmental organization (NGO) as well as the opportunity to contribute to our work supporting human rights defenders, strengthening human rights systems, building and leading human rights coalitions, and responding to significant and systemic situations of concern. For more information, consult our website www.ishr.ch.

Key tasks:

- Monitor and take minutes at UN human rights meetings;
- Represent ISHR at meetings and in coalition work with other NGOs and UN contacts;
- Contribute to ISHR's publications, including through drafting and editing online web articles, briefing papers, and other reports as needed;
- Assist with ISHR's work with regional human rights defenders' networks and human rights bodies at the regional level;
- Assist with research in relation to international human rights mechanisms, the Universal Periodic Review, and the treaty bodies of the OHCHR;
- Track voting records and co-sponsorship of relevant UN Resolutions;
- Assist in the planning and execution of side-events at the UN;
- Approximately 10-15% of the work will be administrative in nature.

Training and Opportunities:

- Staff meetings which include presentations from ISHR staff members on current activities

- and their own experiences;
- Opportunities to interact and network with human rights defenders, diplomats or other UN and NGO professionals both at the United Nations and at ISHR office during meetings;
 - Practical sessions and guidance in monitoring and writing reports for various UN mechanisms;
 - Individual supervision and mentoring.

Requirements

To be considered, applicants should:

- Be a student or recent graduate studying international relations, law, international human rights, or related studies. Graduate students are preferred. Highly qualified upper-level undergraduates will be considered for summer internships;
- Be motivated to pursue a career in human rights and have a particular interest in the UN human rights system, regional human rights systems and mechanism, and/or human rights defenders;
- Be able to report thoroughly and accurately on meetings;
- Be flexible and self-motivated;
- Be able to work as a member of an international and multicultural team and willing to participate in a variety of tasks, as required;
- Have excellent written and oral communication skills in English. Knowledge of official UN languages, especially Spanish and French, is desirable.

Salary

This is an unpaid internship. ISHR will cover a monthly public transportation pass. ISHR is also willing to assist with applications for funding made by applicants.

To Apply

Please submit a cover letter, resume, and writing sample (including a bibliography) by email to internshipny@ishr.ch. Please note that we can only consider the applications of US citizens or holders of US permits.