

INTERNSHIP TERMS OF REFERENCE

I. IDENTIFICATION OF THE POST

Title:	South-South Partnerships and E-Governance Intern
Sector of assignment:	Partnerships and Resource Mobilization
Organizational unit:	Governance and Poverty Reduction Unit
Country and Duty Station:	Samoa, Apia
Internship duration:	6 months
Supervisor's name:	Ms Georgina Bonin
Supervisor's title:	ARR Governance and Poverty Reduction

II. CORPORATE BACKGROUND:

UNDP works in about 170 countries and territories, helping to achieve the eradication of poverty, and the reduction of inequalities and exclusion. We help countries to develop policies, leadership skills, partnering abilities, institutional capabilities and build resilience in order to sustain development results.

UNDP is working to strengthen new frameworks for development, disaster risk reduction and climate change. We support countries' efforts to achieve the new Sustainable Development Goals, which will guide global development priorities through 2030. The key 2030 Agenda principle of leaving no one behind and stamping out inequality is at the core of everything we do.

UNDP focuses on helping countries build and share solutions in three main areas:

- Sustainable development
- Democratic governance and peacebuilding
- Climate and disaster resilience

In all our activities, we encourage the protection of human rights and the empowerment of women, minorities and the poorest and most vulnerable.

III. INTERNSHIP OFFICE BACKGROUND:

The UNDP Multi-Country Office (MCO) based in Apia covers four Pacific island countries (Cook Islands, Niue, Samoa and Tokelau), and manages regional programs for 10 additional countries. The new UN programmatic framework (2013-2017) covers 14 Pacific countries through a Sub-Regional Programme Document for Pacific Island Countries. Most of the MCO is focused in climate change and environment (CC&E, about 90 percent of the total budget), although the office also provides significant support in poverty eradication and governance programmes in the 4 countries.

The Samoa Multi-Country office has about 40 staff, consisting of regular staff, consultants, United Nations volunteers and Interns. The UNDP office is located on a compound shared with FAO, UN Women, UNFPA, ILO

and UNESCO. WHO, and UNEP also have offices in Samoa, although not located in the same compound as UNDP.

The GPRU is headed by an Assistant Resident Representative, 4 International UN Volunteers an SDGs Office, 1 Programme Associate and an Intern.

The MCO's portfolio has a large portfolio of about US\$85million. The GPRU projects cover a range of projects in the areas of: ICT for development, youth employment creation, economic development, human rights, ending violence against women and gender equality.

South-South Cooperation

In the face of changing patterns of funding UNDP launched its New Strategic Plan in 2018-2021. The New Strategic Plan outlines the need to intensify South-South Cooperation and to continue the intensify cooperation with emerging partners such as China in achieving shared development priorities. This will be achieved through increasing the scale and effectiveness of UNDP's engagement with South-South and triangular cooperation.

China-PIC 'South-South' cooperation is not novel, having first commenced in the 1950s. Nevertheless, China over the last decade has emerged as a major development partner in the region, now the third largest contributor behind Australia and the US (UNDP, 2017). China has expressed its strong commitment to achieving implementation of the SDGs globally and will continue to expand its development support to the region through its One Belt One Road Initiative.

China has been playing an increasing role in multilateral development initiatives particularly within the UN system. For example, the Chinese government has taken a more proactive approach to the process of developing the Agenda 2030. This provides great potential for Samoa, Niue, Cook Islands and Tokelau to make progress in achieving their SDG goals.

China has also begun to engage in trilateral cooperation with traditional donors and UN agencies. To this end China has formalised agreements with Australia and New Zealand. It now has a joint anti-malaria programme with Australia in PNG and a successful water supply project in Cook Islands with New Zealand as well as further cooperation with New Zealand in the Fijian agriculture sector.

China's trilateral aid cooperation sends a signal that China is interested in cooperation with the UN System and traditional donors. As China continues to expand its foreign aid and plays a more proactive role in international development initiatives in the Pacific a unique opportunity exists for deepened cooperation between China and UNDP. It is in this exciting convergence of forces that this internship opportunity is offered.

E-Governance

The Pacific region is in the midst of a digital connectivity revolution¹. With the Tui-Samoa Submarine Cable set to be operational in early 2018, delivering a capacity of at least 8 Terabits-per-second (Tbit/s) using 100 Gbit/s transmission technology, now is an opportune time to explore emerging, forward-looking, innovative solutions to address broad-based public sector challenges and to consider lessons learnt in the area of digitalisation. E-governance² is seen to offer a unique opportunity for SIDS in the Pacific region to overcome remoteness, transportation infrastructure deficits, institutional capacity issues as well as the inability to take advantage of economies of scale (Sari, 2017).

¹ One recent example is Samoa's "Sadata" application. Samoa, like many Pacific Island nations is a signatory to a variety of international human rights instruments. Despite the obvious benefits, these international commitments do create substantial reporting obligations on a small bureaucracy. Addressing this problem, UNDP, OHCHR and New Zealand Aid funded the formulation of "Sadata", an app that automates the data collection process and uses a sophisticated clustering system to reduce the amount of time needed to write reports. The app eliminates duplication of activities simplifying processes and procedures for meeting Samoa's reporting obligations and can also be used for internal Ministry-level processes.

² E-governance is defined as the application of ICT to bring Simple, Moral, Accountable, Responsive and Transparent (SMART) governance (Heeks, 2001).

An increase in connectivity with global networks and increased utilisation of national data networks will bring economic opportunities, social change and potential environmental benefits. Given that ICT solutions can help address cross-cutting issues, respond to complex challenges and generate both efficiency and productivity gains, E-Governance provides a large scope for innovative solutions.

A Conference will be held in June 2018 in partnership between The Government of Samoa and UNDP. It will showcase how a digitalisation of the public service could facilitate the achievement of the Sustainable Development Goals bringing together influential development thinkers, practitioners, and public, private, civil society organizations and representatives of groups/sectors that are benefiting from innovative governance approaches, including in public service delivery, to share lessons learnt and emerging, forward-looking, innovative solutions.

From this conference and in discussions with the Government of Samoa, a new UNDP-led E-Governance project will be developed. This Project will build on the detailed plan for ICT Development outlined in the recently published MCIT Sector Plan 2017/8-2021/2. Multiple partners and diverse expertise will be sought and the intern will engage with multiple development partners and technical experts in addressing the ICT challenges and opportunities presented.

The intern will engage with the above-mentioned developments in a macro sense. The intern, will be offered the opportunity to contribute to programmatic work in the area. As noted above, UNDP will be embarking on programmatic work in the E-Governance area. The intern will assist with project formulation and be given tasks that align with their skill-set. The intern be upskilled as they learn about and contribute to the process of formulating a new E-Governance project, a highly valuable skillset to develop longer term.

III. DUTIES:

The intern will assist in the following duties and responsibilities:

No	Duties and responsibilities	% of time
1	Establish a strong relationship between UNDP MCO and Chinese representatives and look for novel ways to partner. • Innovative ideas and new partnerships are a vital requirement of UNDP's work and the Intern will spend at least 40% of their time working with the Management Team of the office in this kind of work. • This will involve coordination of brainstorming sessions internally and externally as well as research and communication with relevant regional and HQs-based units in UNDP to develop plausible ideas further. • Assist GPRU and other units to understand how to mobilize Chinese funding and Chinese national priorities areas of cooperation	50%
2	Assist in the formulation of a new E-Governance Project for Samoa • Work closely with the ARR and Governance Unit personnel to design and formulate a new project, incorporating international best-practice from June conference • Assist consultation process with stakeholders, government, regional experts and other partners • Assist in innovative resource mobilization ideas and strategies	50%

IV. REQUIREMENTS AND QUALIFICATIONS

Education:

Candidates must meet one of the following educational requirements:

- currently in the final year of a Bachelor's degree; or
- currently enrolled in a Master's degree; or
- have graduated no longer than 1 year ago from a master's degree or equivalent studies.

Field of study: **Law, Political Science, International Relations, Public Policy, ICT, Innovation Policy** or equivalent. A good knowledge of computing, technology, E-Governance, IT Policy and/or a willingness to learn quickly would be desirable

IT skills:

- Knowledge and a proficient user of Microsoft Office productivity tools;
- Understanding of role of ICT in development

Language skills:

- Fluent English (spoken and written) required
- Knowledge of Mandarin highly desirable

Other competencies and attitude:

- Interest and motivation in working in an international organization;
- Good analytical skills in gathering and consolidating data and research for practical implementation;
- Outgoing and initiative-taking person with a goal oriented mind-set;
- Communicates effectively when working in teams and independently;
- Good in organizing and structuring various tasks and responsibilities;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Responds positively to feedback and differing points of view;
- Consistently approaches work with energy and a positive, constructive attitude.

V. INTERNSHIP CONDITIONS

- UNDP internships are not remunerated. All expenses connected with the internship will be borne by the intern or her/his sponsoring entity;
- UNDP accepts no responsibility for costs arising from accidents and/or illness or death incurred during the internship;
- Interns are responsible for obtaining necessary visas and arranging travel to and from the duty station where the internship will be performed;
- Interns are not eligible to apply for, or be appointed to, any post in UNDP during the period of the internship;
- Interns must provide proof of enrolment in health insurance plan;
- Interns are not staff members and may not represent UNDP in any official capacity;
- Interns are expected to work full time but flexibility is allowed for education programmes;
- Interns need to obtain financing for subsistence and make own arrangements for internship, travel, VISA, accommodation, etc.