

INTERNSHIP TERMS OF REFERENCE

I. IDENTIFICATION OF THE POST

Title:	Intern
Sector of assignment:	People and Prosperity Cluster
Organizational unit:	Programme
Country and Duty Station:	Brazil, Brasilia
Internship duration:	6 months
Supervisor's name:	Cristiano Prado
Supervisor's title:	Programme Specialist, People and Prosperity

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 United Nations System has been present in Brazil since 1960, and over the past few decades has supported Brazil in achieving its current stage of development. The country has expertise in managing public policies, and growing social participation in policy implementation. Considering the beginning of the decade, there was a steady decline in poverty levels and income concentration, in addition to improvements seen in terms of employment, wages and social spending by the Government.

In the last couple of years, however, a severe crisis impacted the country with negative consequences in poverty levels, employment and social welfare. In this context, there are several challenges to be faced to further development, such as the reduction of regional disparities and of social, gender, generational, racial and ethnic inequalities, which was aggravated in the adverse economic scenarios. Despite the inequality decrease of past

decade, poverty persists amongst vulnerable populations, especially Northeast rural poor, indigenous, agroextractivists and Afrodescents.

In this sense, UNDP, together with other United Nations organizations, is well positioned to support the 2030 Agenda as a platform for transformation of Brazil into a more sustainable country, with a view to end poverty and inequality.

In order to better realign the office of Brazil structure to its CPD 2017-2021¹ and the SDGs priorities, a new design of the programme portfolio included three mutually reinforcing work streams crafted around three teams:

1. People & Prosperity: (poverty reduction, social policies, livelihoods, public-private partnerships, inclusive markets and growth).
2. Planet: (environment, climate change, DRR, Montreal Protocol).
3. Peace: (prevention of violence, justice, transparency, anti-corruption, human rights, local capacity Development)

The People and Prosperity (P&P) portfolio is aligned to UNDP SP Outcome 1 (Growth and development are inclusive and sustainable, incorporating productive capacities that create employment and livelihoods for the poor and excluded). This area of engagement is critical to tackle the interconnected areas of poverty eradication and the requisite creation of wealth at the household level, the reduction of inequality and exclusion, while transforming productive capacities to a much more holistic approach to development. The provision of basic services in the areas of health, education, sports, social assistance and modernization of the state are key to enhance human development and strategic to support poverty reductions public policies. Fostering public private partnerships and inclusive business area also strategies to enlarge opportunities for those at the bottom of the pyramid.

Considering the size of Brazilian challenges, the diversity and urgency of themes, and UNDP mandate to develop partnerships to promote national development aligned with country program, there is a need and an opportunity to create and pilot a methodology of identification of partnership opportunities - and its correspondent cost-benefit analysis – creating an issue-driven pipeline for P&P Cluster, that can further increase project portfolio , and at the same time offering a model that can be replicated in the other office units and/or other offices worldwide.

Under the guidance and supervision of the Programme Specialist of the People and Prosperity Cluster, the Intern therefore will: 1) Research UNDP worldwide, sister agencies and theoretical references looking for best practises and references; 2) Propose an issue-driven methodology for pipeline creation for P&P cluster; 3) Develop a pilot pipeline for the P&P cluster using the proposed methodology; and 4) document both the methodology and the P&P pilot case, consolidating a document in English that can be shared with other office units, as well as with other UNDP Country Offices.

Beyond that, given the growing interest of China in intensifying its relations with Brazil, both in political and commercial terms, the intern will identify and map the main areas of interest for investment and partnership between the two countries. This mapping will include the sector, the project, geographical area, estimated finance, name of the company and associates, brief background on the company, status of negotiations, possible bottlenecks, risks and main Brazilian partners. Initiatives from the China's Government and opportunities from the BRICS Bank and other Chinese financial institutions should also be mapped and analysed. The map should also point for possible positive and negative economic, social and environmental impacts. The analysis should include an identification of opportunities and entry doors for cooperation with UNDP Brazil under those projects that can support promotion /acceleration of the SDG in Brazil, in alignment to our country programme. The analysis should also take into consideration opportunities of exchange information on public policies, strengthening opportunities for SSC.

¹ For more information, please access the Country Programme Document for Brazil at <http://www.br.undp.org/content/dam/brazil/docs/CPD/undp-br-cpd-2017-2021-english-version.pdf?download>

III. DUTIES:

The intern will assist in the following duties and responsibilities:

No	Duties and responsibilities	% of time
<i>In this section list the primary responsibilities and tasks of the position. (Include percentages for each duty.)</i>		
1	Develop a pilot methodology to foster and systematize issue-driven projects prospection aligned with Country Programme Document for UNDP Brazil - Understand CPD's challenges, how UNDP works with partners, possibilities and limitations of UNDP; - Search UNDP worldwide, sister agencies and theoretical references looking for best practises and references; - Propose a new methodology "I³P" (Issues – Ideas – Impacts – Partners) for pipeline building: I³P shall allow UNDP (1) to consistently and systematically identify national or subnational issues/problems that are both relevant to the country and aligned to the CPD; (2) to analyse characteristics, impacts, dimensions and scale of the issues/problems, and to brainstorm new ideas to tackle the issue / problem; (3) to analyse UNDP capabilities to intervene and make difference; (4) to drill down and identify possible pathways to undertake the problem and (5) to identify prospective partners (nationals / internationals) to engage with UNDP. - Develop and prepare the rationale and templates to present I³P projects to possible partners ("selling kits"), focusing on the communication strategy of the issue identified, UNDP differentials to deal with the problem, the expected outcome and how the prospective partner can profit from the partnership.	30%
2	Prepare a pilot set of pipeline project ideas for the People and Prosperity Cluster using the developed methodology; knowledge sharing with other office units and/or other country offices - Develop a pilot pipeline of I³P projects for Brazil's People and Prosperity Cluster using the developed methodology - Prepare the "selling kits" for the pilot pipeline of I³P projects - Knowledge management / sharing: document both the methodology and the People and Prosperity case; consolidate a document in English that can be shared with other UNDP Country Offices - Make an open UNDP webinar to present and discuss the developed methodology developed and its applicability for the People and Prosperity Case	30%
3	Increase cooperation with China and others - Identify the main areas of interest for investment and partnership between Brazil and China - Mapping opportunities from the private sector, government and financial systems - Analyse consistency between opportunities and UNDP CPD and the SDGs - Identify entry points for UDP Brazil - Define strategy for exchange of information and learning on public policies, under SSC approach • Support other/ad hoc activities as seen relevant and needed.	40%

IV. REQUIREMENTS AND QUALIFICATIONS

Education:

Candidates must meet one of the following educational requirements:

- 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: **Economics, Administration, Engineering** or equivalent.

IT skills:

- Knowledge and a proficient user of Microsoft Office productivity tools;
- Knowledge of skype or similar apps

Language skills:

- English is required;
- Portuguese is an asset
- Knowledge of other UN languages is an advantage.

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.
- Research skills;

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.