

UNESCO Sponsored Traineeship Programme

Terms of Reference

GENERAL INFORMATION

Duration: 12 months

Location: Perugia, Italy

Organizational Unit: The UN World Water Assessment Programme

Supervisor: Michela Miletto, Deputy Coordinator of the United Nations World Water Assessment Programme (WWAP)

DESCRIPTION OF THE TRAINEESHIP

Within the framework of the UNESCO World Water Assessment Programme, under the direct supervision of the WWAP Deputy Coordinator and in collaboration with the Gender Focal Point for the UNESCO Water Division, the Trainee will support the Secretariat in promoting UNESCO's values and messages on gender equality, essential to strengthen social inclusion, eradicate poverty, and advance environmental sustainability and food security for more inclusive and sustainable development.

In particular the Trainee will participate and work with the WWAP team in:

- Implementing project activities on gender and freshwater management, with focus on the application of the WWAP Toolkit on sex-disaggregated data, including performing trainings in the countries or at WWAP headquarters, through webinars and other outreach activities.
- Contributing to the production of text for project proposals on gender and water (with particular focus on sex disaggregated data on water), finalizing project-documents up to submission
- learning about and providing Gender-mainstreaming UNESCO's publications and communication material in the field of water, through gender review and check.
- producing policy and background documents, publications and communication and networking material for identified, specific processes and events.
- Producing gender-related text for dissemination and outreach, including for WWAP website.

- Organizing, and contributing to relevant gender-related events such as international/regional conferences and workshops, through participation and oral presentations.
- Drafting progress and final reports for internal use and/or submission to partners and donors.

REQUIRED QUALIFICATIONS

Education: Advanced university degree (M.Sc. or equivalent) is desirable. However, holder of a B.Sc degree with necessary qualifications and experience can be considered.

Subjects: Gender analysis for water can embrace both social studies and scientific studies, preferably emphasis on hydrology or earth sciences, and geography with knowledge of water resources and statistical analysis

Language skills: Excellent English skills are required. Working knowledge of Spanish and/or French would be significant assets

Competencies and skills:

- Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise and is willing to learn from others;
- Good communication skills, including the ability to clearly and concisely prepare, present and discuss findings on relevant issues;
- Ability to identify priority activities and assignments, allocation of appropriate amount of time and resources for completing work;
- Works effectively with people with diverse background;
- Professionalism

Others:

Microsoft Office Suit, Microsoft Project, image editing software (i.e. Photoshop), Adobe Acrobat professional

LEARNING OBJECTIVES

The trainee will mostly be involved in activities focusing on gender analysis, in particular gender disaggregation of water data. This will provide her/him the opportunity to acquire in-depth knowledge on in-depth connection between gender and water resources, and the need to disaggregate the information; he/she will also learn how the key role of women in the management of freshwater resources is relevant for the socio-economic development and for the achievements of 2030 Agenda for Sustainable Development. Other learning elements will include better grasp of mandates of UN agencies, understanding the functioning of the UN-Water, learning effective technical writing skills, enhancing the ability to work in multi-cultural environment.