

THE LAW SOCIETY OF NEW SOUTH WALES
youngLAWYERS

THE INTERNATIONAL LAW
INTERNSHIP GUIDE



NSW YOUNG LAWYERS
**INTERNATIONAL
LAW COMMITTEE**

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(New South Wales Young Lawyers International Law Committee) 2014

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Acknowledgements

The International Law Internship Guide is the product of considerable collaborative effort. In this Part, the Committee wishes to express its sincere thanks to all who contributed to the preparation, editing, development and publication of this Guide.

New South Wales Young Lawyers is the largest young professionals organisation based in Sydney. The organisation represents the interests of Australian legal practitioners under the age of 36 or in their first five years of practice as well as all law students within the State. Thousands of members participate on a voluntary basis in the organisation's Committees directed at particular legal areas. Among the many activities undertaken by NSW Young Lawyers is the production of guides, including practitioner's guides and internship guides.

The International Law Committee of NSW Young Lawyers offers the opportunity for members of the organisation to discuss international legal issues and network with their peers in the legal profession. The Committee is also a platform for establishing links with other like-minded organisations both within Australia and overseas. The Committee, drafts submissions, conducts social events, offers professional development opportunities and monitors developments in international law affecting Australia and Australia's distinctive contributions to international legal development. The Committee also seeks to broaden knowledge of international law within the legal profession for the benefit of its members, as well as providing other information links through the Committee's website.

The International Law Internship Guide is the first guide of its kind for NSW Young Lawyers. The overall objective was to provide an overview of the wide variety of internships available in the international law sphere. This idea was first proposed by Peter Anagnostou, Chair from October 2010 to January 2012, and its drafting and development was overseen by Dora Chan, Past-Chair and Annalise Haigh, Immediate Past-Chair and Erika Williams, Chair in 2014.

The Committee wishes to thank each of the contributors to the Guide: Peter Anagnostou, Dora Chan, Annalise Haigh, Albert Judah, Saskia van Loon, Kunal Sharma and Justen Sing. General editorial functions were performed by Achinthe Vithanage and Erika Williams.

The source materials used by authors of the Guide include internet materials available through the websites (correct at time of press) of the Australian government, intergovernmental organisations and reputable local and international non-governmental organisations.

The International Law Internship Guide identifies those international internship opportunities that are published on the respective organisation's websites. These include opportunities for international internships in areas including commercial arbitration, economic and development, environmental law, and internships associated with the United Nations. This volume is available at <http://www.younglawyers.com.au> and will be updated as and when the need arises.

The Committee hopes that the International Law Internship Guide proves helpful and informative for students and young Australian legal practitioners and welcomes suggestions for future editions.

Erika Williams
Chair
International Law Committee, 2014.

THE LAW SOCIETY OF NEW SOUTH WALES
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INTERNATIONAL COMMERCIAL ARBITRATION INTERNSHIPS



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Intern Profile: Veronica Mason



1. Please give us a short bio of yourself.

I am an undergraduate Law/Arts (International relations/politics) student at the University of New South Wales. I have had experience as a Legal Executive at the Children's Cancer Institute, a Court Monitor at courts such as the High Court of Australia and Federal Court of Australia and as a Paralegal. I have interned with the Cyberspace Law and Policy Community and the Crown Solicitors Office. I am the inaugural UNSW Law Society Wellbeing Director and an elected undergraduate representative on the Law Faculty Board. I have had international experiences with an exchange in Lyon, France, and participating in a variety of national and international model United Nations competitions. I have also been a Pinnacle Scholar for the last four years.

2. Where did you undertake the internship?

Australian International Disputes Centre (AIDC), Australian Commercial Dispute Centre (ACDC) and Australian Centre for International Commercial Arbitration (ACICA).

3. How did you apply for the internship?

I applied through the External Internships program run by the University of New South Wales Law School.

What education / work experience did you have before you took the internship?

I completed most of my core courses and some electives such as 'Alternative Dispute Resolution in practice'. I had competed in ADR competitions such as the UNSW advanced, intermediate and beginning negotiation competitions. I had exposure to commercial disputes through my work as a Court Monitor.

4. What responsibilities did you have during the internship?

I mainly performed case management tasks, which included assisting in the selection of mediators/arbitrators to cases and liaising with parties. I was required to perform research into fields of mediation and arbitration, both domestic and international.

5. What did you learn during the internship?

I learnt a lot about international and domestic aspects of alternative dispute resolution, both substantive and procedural dimensions. I gained an insight into who the key domestic and international alternative dispute resolution bodies are and what they do.

6. What was the most memorable experience in your internship?

The most memorable experience was learning about comparative international arbitration law. For instance, learning about Mauritian arbitral procedure was fascinating.

7. Any advice you have for prospective interns?

Be interested in and committed to domestic and international alternative dispute resolution. Be flexible and open to diversity in your role as an intern.

Australian Disputes Centre (AIDC) and partner organisations

Position:	Intern
About the organisation:	<p>The AIDC is an independent, not-for-profit organisation committed to advancing a positive approach to conflict by delivering quality alternative dispute resolution (ADR) education, training and case management services. AIDC operates an international and domestic dispute resolution centre in Sydney, promotes the use of mediation and arbitration and other ADR in domestic and international disputes and promotes Sydney as a place to meet to resolve international and domestic disputes. Through its training and case management arm, ACDC, the Australian International Disputes Centre provides assistance to the community around Australia in administered mediation, conciliation and other ADR services as well as providing public courses and specially tailored in-house training in mediation and other ADR.</p> <p>Some of Australia's leading dispute resolution lawyers are involved with the Centre and our interns have the opportunity to interact with them as part of their activities.</p> <p>AIDC operates from premises at Level 16, 1 Castlereagh St Sydney which is also home to 2 other organisations: the Australian Centre for International Commercial Arbitration (ACICA) (www.acica.org.au) and the Chartered Institute of Arbitrators (Australian branch) (CIArb Australia)</p>
What to expect:	<p>Our interns have the opportunity to learn about and help develop the various aspects of the operation of the Centre, with AIDC and its partner organisations, and are involved in the daily work of the Centre. The most representative parts of the work at the Centre, include:</p> <ul style="list-style-type: none"> (a) Room Hire for international and domestic arbitration and mediation; (b) Education and Advocacy; (c) Training and Accreditation; (d) Consultancy and Advisory Services; and (e) Case Management and Administration Services. <p>Practical tasks that the interns are involved in at the AIDC include:</p> <ul style="list-style-type: none"> • research in the fields of mediation, arbitration and other ADR, both domestic and international; • managing/administering arbitration and mediation matters / cases; • learning arbitration and mediation skills; • drafting reports, letters and case plans as well as articles for newsletters; • liaising with parties in cases and also with other users of the Centre; • updating, creating and maintaining databases for use at the Centre; • assisting with marketing and promotional activities;

	<ul style="list-style-type: none"> • assisting with the preparation and implementation of ADR training programs and courses; • liaising with stakeholders (including the Australian Centre for International Commercial Arbitration (ACICA) and the Chartered Institute of Arbitrators (Australian branch) (CIArb), and Board and Council members of the stakeholders; • preparing for and attending meetings and preparing minutes of the meetings of the partner organisations (including as appropriate, Council and Board meetings); • assisting with various events that are held at the Centre and liaising with members of the various partner organisations at the Centre; and • working generally on projects as they arise with the other team members at the Centre and with the other interns at the Centre.
KEYPOINTS	
Open to:	Law School Students, Graduate Program Students, Graduates, Practicing Attorneys. Applicants from Australia and abroad will be considered.
Where:	Sydney.
Duration:	Three to six months (part time). Hours are flexible however we require a minimum of one day a week. Full time internships may be available, dependant on internal requirements, for shorter periods.
How to apply:	Send a CV and a statement of interest by email to Deborah Lockhart, CEO at info@disputescentre.com.au . Please provide an indication of your availability to complete the internship, including the requested duration.
Application deadline:	Applications accepted all year round.
Remuneration:	Unpaid / voluntary. AIDC is unable to cover the cost of travel or accommodation associated with any internship.
Website:	Website: www.disputescentre.com.au

Hong Kong International Arbitration Centre (HKIAC)

Position:	Internship
About the organisation:	HKIAC is a non-profit company governed by a council composed of leading business people and professionals from all around the world who possess a wide variety of skills and experience. The HKIAC administers arbitrations and other dispute resolution activities, including mediation and adjudication.
What to expect:	Any internship is a practical educational experience and, during their time with the HKIAC, interns will principally assist the staff of the Secretariat in discharging their day-to-day duties. Under supervision, interns will be assigned tasks and projects which, to the extent possible, are relevant to their educational background and interests and provide the opportunity to put into practice and further develop their theoretical knowledge. Where appropriate, the HKIAC encourages its interns to exercise initiative and engage in independent thinking.
Additional:	<p>In particular, interns may be asked to:</p> <ul style="list-style-type: none"> • read, comment on and draft documents or correspondence related to current cases; • research materials and draft documents for use at lectures, seminars, workshops, public presentations, facilitations and special visits; • assist with the planning and attendance at the abovementioned events; • undertake individual research projects, to the extent possible designed to suit their individual interests and abilities; and • interact with the HKIAC's international network of thinkers, researchers, facilitators, mediators and arbitrators, as well as members of the Secretariat and other interns of different nationalities.
KEY POINTS	
Open to:	<p>All candidates must:</p> <ul style="list-style-type: none"> • be highly motivated and able to work well in an international, multicultural environment; • have excellent academic qualifications; • hold a degree or be in the final stages of their studies, or be in the early stages of their work in their chosen profession; • be able to demonstrate good oral communication and drafting skills; • work effectively in a team as well as independently; • have a good standard of computer literacy (especially Microsoft Office applications); and • be available to work on a full-time basis for the period of the internship.

	<p>Applicants from Hong Kong and abroad will be considered.</p> <p>As the HKIAC Internship is aimed at candidates in the final stages of their studies and the early stages of their professional careers, practical experience is not an essential prerequisite for selection. Relevant practical experience may however be considered as an advantage.</p>
Where:	Hong Kong
Duration:	<p>Internships are generally offered for periods of between six weeks to three months.</p> <p>Term 1: 1 December to 28 February – Winter (Northern Hemisphere)</p> <p>Term 2: 1 March to 30 April</p> <p>Term 3: 1 May to 30 September – Summer (Northern Hemisphere)</p> <p>Term 4: 1 October to 30 November</p>
How to apply:	<p>Applicants who meet the Eligibility Requirements set out above should complete the Application Form IP1 (available on the website).</p> <p>Completed Application Forms should be sent by email only to Ms Primrose Law at adr@hkiac.org .</p> <p>The following information must also be provided:</p> <ul style="list-style-type: none"> • A short Curriculum Vitae including, where possible, high school equivalent and university transcripts as well as a recent photograph; • A statement of interest describing your objectives in seeking an internship with the HKIAC not exceeding one A4 page in length; • Indication of your availability to complete the internship, including the applicable Term and requested duration; • Areas of particular research interest; and • An indication of your language abilities, both spoken and written.
Application Deadline:	<p>Applications for Northern Hemisphere Winter internships between 1 December to 28 February must be submitted no later than 31 July.</p> <p>Applications for Northern Hemisphere Summer internships between 1 May and 30 September must be submitted no later than 31 January.</p>
Remuneration:	<p>HKIAC internships are not remunerated and overseas applicants should note that the HKIAC are unable to cover the cost of travel or accommodation associated with any internship.</p>
Website:	<p>Website: http://www.hkiac.org/en</p> <p>Internship Website: http://www.hkiac.org/en/hkiac/internship-programme</p>

International Chamber of Commerce (ICC) (Hong Kong)

Position:	Internship
About the organisation:	ICC provides a forum for businesses and other organisations to examine and better comprehend the nature and significance of the major shifts taking place in the world economy. We also offer an influential and respected channel for supplying business leadership to help governments manage those shifts in a collaborative manner for the benefit of the world economy as a whole.
What to expect:	<p>Tasks entrusted to interns include:</p> <ul style="list-style-type: none"> • reading, commenting on and drafting documents related to current arbitration cases; • doing research for the preparation of work documents, conferences, presentations and publications; and • translating legal documents.
Additional:	The intern will be under the supervision of the Asian arbitration team based in Hong Kong.
KEY POINTS	
Open to:	<p>A student with a strong background in international commercial arbitration law and a first experience in arbitration preferred - speaking English fluently, Asian language is an asset.</p> <p>Student status is not compulsory but the candidate will have to apply for a work visa.</p>
Where:	Hong Kong
Duration:	The internship is for a non-flexible period of 3 months.
How to apply:	<p>Applications should be in English and addressed by email only to Mr Emmanuel JOLIVET, General Counsel, ICC International Court of Arbitration - courtinternship@iccwbo.org</p> <p>This should include:</p> <ul style="list-style-type: none"> • a short CV (two pages maximum focusing on the experience relevant to the internship) and indicating clearly your current studies (with expected graduation date); and • a cover letter (no model provided), describing in a detailed way which arbitration/mediation classes you followed and your first professional experience(s) in relation to arbitration/mediation. Please, indicate clearly your availability.
Application deadline:	Not stated.
Remuneration:	Internships in Hong Kong are unremunerated and interns are required to handle and pay for their own travel and accommodation arrangements for the duration of their stay.

Website:	Website: http://www.iccwbo.org/ Internship Website: http://www.iccwbo.org/Internship-opportunities/2014/2014-2015-Arbitration-Internships-in-Hong-Kong/
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International Chamber of Commerce (ICC) (Paris)

Position:	Internship
About the organisation:	ICC provides a forum for businesses and other organisations to examine and better comprehend the nature and significance of the major shifts taking place in the world economy. We also offer an influential and respected channel for supplying business leadership to help governments manage those shifts in a collaborative manner for the benefit of the world economy as a whole.
What to expect:	<p>Tasks entrusted to interns include:</p> <ul style="list-style-type: none"> • reading, commenting on and drafting documents related to current arbitration cases; • doing research for the preparation of work documents, conferences, presentations and publications; and • translating legal documents.
Additional:	The intern will be under the supervision of one of the seven case management teams of the Secretariat of the ICC International Court of Arbitration.
KEY POINTS	
Open to:	<p>A student with a strong background in international commercial arbitration law and a first experience in arbitration preferred - speaking English fluently.</p> <p>The candidate needs to still be registered as a student during the time of the internship. Recent graduates who are not anymore enrolled in an educational program are therefore not eligible to intern at ICC. He/she (if national from outside the European Union or Iceland, Liechtenstein, Norway, Andorra, Monaco, or Switzerland) should get an appropriate visa from a French consulate.</p>
Where:	Paris
Duration:	The internship is for a non-flexible period of 2 months starting always in odd months.
How to apply:	<p>Applications should be in English and addressed by email only to Mr Emmanuel JOLIVET, General Counsel, ICC International Court of Arbitration courtinternship@iccwbo.org</p> <p>This should include:</p> <ul style="list-style-type: none"> • a short CV (two pages maximum focusing on the experience relevant to the internship) and indicating clearly your current studies (with expected graduation date); and • a cover letter (no model provided), describing in a detailed way which arbitration/mediation classes you followed and your first professional experience(s) in relation to arbitration/mediation. Please, indicate clearly your availability.
Application	Not stated.

deadline:	
Remuneration:	Internships in Paris are unremunerated and interns are required to handle and pay for their own travel and accommodation arrangements for the duration of their stay.
Website:	Website: http://www.iccwbo.org/ Internship Website: http://www.iccwbo.org/Internship-opportunities/2014/2014-Arbitration-Internships-in-Paris/

Korean Commercial Arbitration Board (KCAB)

Position:	Intern
About the organisation:	<p>Founded in 1966, KCAB is a non-profit organisation established by statute under the Arbitration Act as the only institution in Korea authorised to administer international and domestic commercial arbitration, as well as other alternative dispute resolution services, including mediation and consultation.</p> <p>As one of Asia's oldest dispute resolution institutions, KCAB has accumulated an enviable wealth of experience, having administered over twenty thousand arbitrations and ADR disputes in its 48 year history.</p> <p>KCAB maintains an extensive Panel of Arbitrators, including internationally renowned Korean and foreign arbitrators, with a wide spread of expertise in a variety of fields and industries, all with a deep knowledge of international and domestic arbitration.</p>
What to expect:	<p>Interns will be assisting the Planning and Promotion Team most of the time; assisting the organisation and attending various seminars and training programs; networking with leading ADR practitioners in Korea; edit various documents and articles as required by KCAB; conducting research related to current ADR topics; assisting with promotional materials of KCAB and conducting miscellaneous tasks. If possible, interns may attend an arbitration hearing and be asked to assist with case management but on a limited basis.</p>
KEYPOINTS	
Open to:	Law School Students, Graduate Program Students, Graduates and Practicing Attorneys.
Where:	Worldwide.
Duration:	At least one month.
How to apply:	Send the CV and Statement of Interest by email to mhlee2021@kcab.or.kr
Application deadline:	Applications accepted all year round.
Remuneration:	Unpaid (only lunch stipend is provided).
Website:	Website: http://www.kcab.or.kr/

London Court of International Arbitration (LCIA)

Position:	Internship
About the organisation:	The LCIA is one of the world's leading international institutions for commercial dispute resolution. The LCIA provides efficient, flexible and impartial administration of arbitration and other ADR proceedings, regardless of location, and under any system of law. The international nature of the LCIA's services is reflected in the fact that, typically, over 80% of parties in pending LCIA cases are not of English nationality.
What to expect:	The intern will fill the role of Research Assistant and his or her duties will include conducting legal and statistical research in connection with the LCIA's own caseload and more generally in the field of international commercial arbitration, and assisting the casework team, from time to time, with other tasks relating to the administration of LCIA arbitrations.
KEY POINTS	
Open to:	Members of the Young International Arbitration Group (YIAG) only. The LCIA is looking for a graduate with an interest in international arbitration, an excellent academic record, and a good command of English. Other languages and work experience are not necessary, but would be an advantage. All applicants must be entitled to work in the UK, on a temporary work permit (which it will be their responsibility to have obtained before the start date, if successful in their application) or otherwise.
Where:	London
Duration:	Six months. The next internship will run from Monday 2 March 2015 to Friday 28 August 2015 .
How to apply:	If you wish to apply, please log in to your YIAG account at http://www.lcia.org/Membership/YIAG/Internship.aspx and then click on 'Apply' in the left hand menu below 'Internship'.
Application deadline:	Not stated.
Remuneration:	The intern will receive a stipend, currently of £1,600 (gross) per calendar month.
Website:	Website: http://www.lcia.org/ Internship Website: http://www.lcia.org/Membership/YIAG/Internship.aspx

Permanent Court of Arbitration (PCA)

Position:	Internship
About the organisation:	The PCA is an intergovernmental organisation with 115 member states. Established in 1899 to facilitate arbitration and other forms of dispute resolution between states, the PCA has developed into a modern, multi-faceted arbitral institution that is now perfectly situated at the juncture between public and private international law to meet the rapidly evolving dispute resolution needs of the international community. Today the PCA provides services for the resolution of disputes involving various combinations of states, state entities, intergovernmental organisations, and private parties.
What to expect:	The PCA's internship program provides law students and graduates with the opportunity to participate in the functioning of the International Bureau. Interns are expected to participate to the greatest extent possible in the regular functioning of the organisation. The PCA aims to offer a balance of legal and administrative assignments, enabling interns to gain insight into both the practical and legal aspects of international arbitration.
Additional:	The PCA also offers an internship in association with the International Council for Commercial Arbitration (ICCA). A PCA-ICCA intern will undertake legal research, legal editing and organisational tasks, including work on ICCA publications, ICCA outreach projects (such as ICCA's work worldwide on harmonisation in the implementation of the 1958 New York Convention) and Young ICCA seminars and projects. Interns will in principle not be engaged in arbitration case work conducted under the auspices of the PCA.
KEY POINTS	
Open to:	<p>Prospective applicants who have completed one year of a J.D. or LL.B. program may apply, provided that they have completed a four-year bachelor's degree. Law students who do not hold a bachelor's degree must be qualified to enter the final year of study at an accredited law school to be considered for the program. The program is open, however, to applicants whose qualifications exceed these minimum requirements (e.g., law degree holders, LL.M. and LL.D. candidates, practising lawyers and other legal professionals, etc.)</p> <p>Applicants must be fluent in either French or English, the PCA's two working languages. Additional language skills are a strong advantage, especially Arabic, Chinese, Russian and Spanish.</p> <p>Non-native speakers of English and/or French must present proof of proficiency in one of these languages. See the "Proof of Proficiency in a PCA Working Language" section below for details.</p> <p>Though not strictly required, specialisation in International Dispute Resolution, Public International Law or International Environmental Law would be an asset.</p>
Where:	The Hague, Netherlands.
Duration:	The internship operates year-round with four terms of three months each. The term schedule is:

	<p>Term 1 - January through March Term 2 - April through June Term 3 - July through September Term 4 - October through December</p> <p>Internships generally begin on the first day of the month in which the term commences and conclude on the last day of month in which the term ends.</p>
How to apply:	<p>There is no application form. Applicants must submit an application package consisting of the following documents:</p> <ul style="list-style-type: none"> • a cover letter that indicates: • the desired term; • a short statement about how the applicant expects to benefit from the program and/or what the applicant hopes to contribute to the organisation; • a description of areas of interest and knowledge of law; • curriculum vitae; • a letter of recommendation from a professor or senior professional; • copies of academic transcripts; and • proof of proficiency in a PCA working language (for non-native speakers of a PCA working language only, see above).
Application deadline:	<p>Complete application packages can be submitted at any time up to four months prior to the beginning of the desired term. Application deadlines are thus:</p> <ul style="list-style-type: none"> • September 1, for Term 1; • December 1, for Term 2; • March 1, for Term 3; and • June 1, for Term 4.
Remuneration:	<p>The PCA is unable to provide interns with any remuneration or reimbursement for expenses incurred during the internship. Accordingly, applicants must have the necessary resources or other financial support for the duration of the term for which they have been selected.</p>
Website:	<p>Website: http://www.pca-cpa.org/</p> <p>Internship Website: http://www.pca-cpa.org/showpage.asp?pag_id=1047</p>

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INTERNATIONAL ECONOMIC AND DEVELOPMENT INTERNSHIPS



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Asia-Pacific Economic Cooperation (APEC)

Position:	Intern
About the organisation:	The APEC Secretariat Internship Framework (ASIF) is open to students who are nationals or permanent residents of APEC member economies.
What you can expect:	The internship attracts a large number of highly qualified candidates and provides them with the opportunity to work in a leading international organisation.
Additional:	Internship work may include research, project management and publicity. Where possible, interns are invited to attend official functions and meetings as observers or staffers.
KEY POINTS	
Open to:	To be eligible, candidates must possess an undergraduate degree and may be enrolled, or planning to enrol, in a full-time graduate study program. The Secretariat seeks candidates from a variety of academic disciplines, specifically those who have a strong interest in the work of international organisations and, in particular, international affairs and international economics. The ability to work in written and spoken English and computing skills are essential. Open to nationals or permanent residents of APEC member economies.
Where:	Singapore
Duration:	Currently, the Secretariat conducts two intakes per calendar year, commencing at different times and depending on the Secretariat's needs.
How to apply:	<p>You must complete the application form, which is downloadable from the website, and ensure that you have answered all the questions and signed the form. You must also attach with the form, your curriculum vitae and, a letter stating your interest in obtaining the internship.</p> <p>For more information, contact: admin-hr@apcc.org</p> <p>There are a number of guidelines you need to be aware of prior to applying to the internship. Please read the APEC Secretariat Internship Framework Guidelines which are available on the website for download.</p>
Application deadline:	Applications, however, must be submitted no later than three months and no earlier than six months before the start of the desired internship.
Remuneration:	Interns at the Secretariat are normally not paid. The Secretariat may, however, decide to pay an appropriate stipend to an intern if it is felt that such payment is desirable.
Website:	<p>Website: http://www.apcc.org/</p> <p>Internship Website: http://www.apcc.org/About-Us/APCC-Secretariat/Internship.aspx</p>

Australian Volunteers for International Development (AVID)

Position:	Volunteer - individual position dependent on nature of assignment
About the organisation:	<p>The AVID program is an Australian Government initiative. The program offers a range of opportunities for the Australian community to share skills and foster linkages with people and organisations in developing countries to make a difference as part of Australia's overseas aid program. Scope Global is one of three organisations which deliver the AVID program.</p> <p>Scope Global mobilises skilled and experienced Australians on volunteer assignments across Asia, the Pacific and Africa. A main feature of the program is the involvement of local organisations. These local organisations are called Host Organisations because they host an AVID for the duration of their assignment. Every AVID assignment is based within a Host Organisation.</p> <p>Volunteers work with local people to share knowledge, develop sustainable skills and build the capacity of individuals, organisations and communities in line with partner governments and Australian Government development priorities. Australian volunteers also play an important public diplomacy role, by promoting a positive perception of Australia in the region.</p> <p>AVID assignments are available in a range of sectors including IT, marketing, media, health, sports, law, community development, HR and much more.</p>
What you can expect:	<ol style="list-style-type: none"> 1. Contributing to real change Capacity building, institutional strengthening and skills exchange are at the core of every AVID assignment. Each AVID assignment involves training and capacity building aspects. 2. Working towards development objectives The AVID Program works to achieve development objectives set by the UN Millennium Development Goals, Host Governments, Australian Government and the broader Australian Volunteers for International Development (AVID) program by contributing to community and country level change. 3. Participation in the Australian Aid Program Volunteering as an AVID is a valuable and complementary part of Australia's overarching aid program. Volunteer assignments are often part of long-term partnerships at a country or organisation level. 4. Full funding and support AVID volunteers receive the following: <ul style="list-style-type: none"> • Travel to your assignment and back to Australia; • In-country support from the In-country Management Team (ICM Team); • Comprehensive insurance for travel, medical and emergency needs • Living & accommodation allowances; • Pre-departure costs including medical examinations and vaccinations; and • Debrief on return from assignment.

	<ul style="list-style-type: none"> • Post placement health assessment
Additional:	<p>For more information, go to the FAQs page:</p> <p>http://www.volunteering.scopeglobal.com/apply-now/faqs/faqs-about-the-application-process</p>
KEY POINTS	
Open to:	<p>You must be over 18 years old and an Australian Citizen or New Zealand Citizen with a Special Conditions Visa (SCV) or Australian Permanent Resident. You can participate in the AVID program as many times as you like.</p> <p>You need to have the skills and experience to complete the assignment for which you are applying for. Each assignment description details the level of experience that the Host Organisation is seeking at a minimum. You must be able to demonstrate that you meet this experience through relevant examples in your professional career, study and/or volunteer experience.</p> <p>Assignments vary greatly in terms of the sectors, the technical components and the level of experience required. Some assignments will require you to have finished a university degree or apprenticeship and spent a couple of years working in the field while other assignments will expect you have some experience and a demonstrated interest in the field of the assignment.</p> <p>Read the objectives of an assignment to assess your suitability.</p>
Where:	Across Asia, the Pacific and Africa.
Duration:	1 ~ 18 months, varying depending on the assignment.
How to apply:	<ol style="list-style-type: none"> 1. Check out the available assignments on the assignment page: http://www.volunteering.scopeglobal.com/assignments. 2. Choose an assignment that matches your skills and experience. You can apply for as many assignments as you like. 3. Click the 'Apply' button shown on the Assignment Description page for each assignment. 4. Complete a full application for each assignment including: <ul style="list-style-type: none"> • Your details • CV (template provided on the online form) • Statement against selection criteria • Referee contact details • Scanned copy of your passport ID page (and evidence of PR visa and Medicare card if applicable) 5. Submit your application.
Application deadline:	<p>AVID assignments are advertised on a monthly basis, with about 700 opportunities available each year in various areas of expertise.</p> <p>Applications open on the first of each month and close at 5.30pm, Canberra time, on the 21st of the same month.</p> <p>The Next upcoming intake is in November 2014, with applications opening on 1 November 2014 and closing on 21 November 2014 for mobilisation in late</p>

	March 2015.
Remuneration:	The program provides allowances in order to support you while you are on assignment. These allowances are not a salary, instead they cover the cost of establishing yourself and living in-country. AVID allowances allow volunteers to lead a moderately comfortable lifestyle while on assignment. The allowances are assessed each year and are based on the cost of living in each country (so depending which country you are in you will receive a different amount). These allowances include: Settlement allowance, Language Training allowance, Living and accommodation allowances and a Resettlement allowance (if the assignment is over 6 months in duration).
Website:	Website: http://volunteering.scopeglobal.com/ Internship Website: http://www.volunteering.scopeglobal.com/assignments

Bank Information Center (BIC)

Position:	Intern
About the organisation:	BIC partners with civil society in developing and transition countries to influence the World Bank and other international financial institutions (IFIs) to promote social and economic justice and ecological sustainability. BIC is an independent, non-profit, non-governmental organisation that advocates for the protection of rights, participation, transparency, and public accountability in the governance and operations of the World Bank Group and regional development banks.
What you can expect:	BIC is looking for an intern for its Europe and Central Asia Program (ECA). An internship at BIC is ideal for individuals seeking greater understanding of the World Bank, multilateral institutions, advocacy, investment-lending policies, human rights and the environment. BIC interns cooperate with environment and social justice activists throughout the world. The ECA intern is expected to partner with civil society organisations, World Bank officials and local groups in the region. The intern is expected to work two days per week.
Additional:	A significant amount of work will be devoted to the Energy Sector, Extractive Industries Development, Transparency, and Accountability between the World Bank's management and civil society.
KEY POINTS	
Open to:	<p>Open to candidates with:</p> <ul style="list-style-type: none"> • Excellent English spoken and written language skills; • Knowledge of Russian or another language of the Eastern European/Central Asian region; • Demonstrated commitment to environmental and social justice; • Experience and/or interest in advocacy work for Europe and Central Asia; • Ability to conduct independent research using a variety of sources; • Outstanding writing and editing skills; • Experience with, or ability to learn, basic website management skills; • Familiarity or interest in the World Bank and other international financial institutions; • Relevant coursework and previous experience in the field of International Development and Justice; and • Ability to work in the United States.
Where:	Washington DC
Duration:	Internship duration is 4-6 months. Desired start in July/August. Internship will last through the Annual Meetings at the World Bank in October with opportunity for extension through the semester. The intern is expected to work

	2-3 days per week.
How to apply:	Send a cover letter, resume and one writing sample in English to jobs@bicusa.org or by fax to 202-737-1155. Please write "ECA Internship" in the subject line. Applications will be reviewed on a rolling basis. No phone calls please.
Application deadline:	Desired start date varies.
Remuneration:	This is an unpaid internship.
Website:	Website: http://www.bicusa.org/ Internship Website: http://www.bicusa.org/about/jobs/

Blenheim Foreign Law Student Internship Program

Position:	Intern
About the organisation:	<p>Blenheim is a Netherlands law firm specialising in Dutch business and corporate law. The aim of Bleinheim's "Foreign Law Student Internship Program" is to give Interns the opportunity:</p> <ul style="list-style-type: none"> • to spend a placement with a business law firm in Amsterdam; • to learn about international legal practice in The Netherlands; and • to get acquainted with the legal profession.
What you can expect:	<p>Blenheim will provide you with:</p> <ul style="list-style-type: none"> • a variety of activities to maximise the experience with the firm; • periodic evaluations; and • at the end of your tenure, an evaluation letter, confirming the Internship and describing the work performed and experience gained.
Additional:	Blenheim's Dutch attorneys provide a wide range of legal services in Holland regarding real estate, employment law, corporate law, and business law in The Netherlands.
KEY POINTS	
Open to:	<p>Applicants preferably have a university degree, or are in the final stage of their university studies. Preference is given to law graduates who are acquainted with private international law and (or) comparative law, and have an outstanding academic record and a demonstrated interest in business law.</p> <p>Applicants must be proficient in English or Dutch, both written and oral. Knowledge of other languages, particularly German or French, is an asset.</p> <p>Applicants must have a superior writing ability.</p>
Where:	Amsterdam, Netherlands
Duration:	<p>Between 3- 6 months.</p> <p>Internships start on the 1st or 15th of each month (or the day after it happens to be a non-working day).</p>
How to apply:	<p>Applicants must submit the following documents, all together in one application (documents should be in English, German or Dutch):</p> <ul style="list-style-type: none"> • a covering letter, stating your reasons for applying; • two written references; • a sample of written legal work; • copies of university and other degrees, an/or diplomas, and a list of courses taken; and

	<ul style="list-style-type: none"> • a copy of your passport. <p>To the Program Coordinator:</p> <p>Mr. RemkoRoosjen Blenheim Postbox 10302 1001 EH Amsterdam The Netherlands</p> <p>After receiving your application, Blenheim may contact you for a further assessment, in order to interview you and also to give you the opportunity to learn more about their law firm. Assessment of overseas applicants may take place by telephone.</p>
Application deadline:	<p>You must submit your application approximately 3 months before your intended start date.</p> <p>Moreover, the following deadlines apply:</p> <ul style="list-style-type: none"> • For an Internship during the period from January to June, applications must be submitted before 30 October of the previous calendar year. • For the term July to December, applications must be submitted before 1 April of the same calendar year.
Remuneration:	<p>The specific tasks that the Intern will perform, and the remuneration (stipend) that Blenheim will pay, will be worked out between Blenheim and the Intern prior to the commencement of the Internship, and may vary depending upon the needs of the firm and the Intern's abilities and previous experience.</p>
Website:	<p>Website: http://www.blenheim.nl/</p> <p>Internship Website: http://www.blenheim.nl/internship.html</p>

Council on Hemispheric Affairs (COHA)

Position:	Intern
About the organisation:	The Council on Hemispheric Affairs (COHA), is a major tax-exempt, non-profit, and nonpartisan national research and information organisation. It offers internships in Washington in the fields of U.S., Latin American, and Canadian relations.
What you can expect:	These internships provide practical, entry level experience regarding a variety of political, economic, diplomatic, and trade issues. They also provide you with excellent exposure to the policy making process.
Additional:	Interns are expected to work from nine to five daily, although the office is open long after 5 p.m. and on weekends as well.
KEY POINTS	
Open to:	<p>COHA seeks highly qualified undergraduate and graduate students as well as those who have already earned degrees.</p> <p>Intern candidates should have some knowledge and /or interest in U.S.-Latin American affairs or international relations and should display impressive research and writing skills.</p> <p>Proficiency in Spanish or Portuguese is desired, though experience in journalism, English, or one of the social sciences may be substituted for the normal background requirements. Ideal internship candidates should be highly motivated and will be expected to show initiative and a capacity for innovation.</p> <p>COHA will accept multiple research associates during each semester, and will also accept one student for each other internship position. Positions are allocated according to the following categories:-</p> <ul style="list-style-type: none"> • Research Associate • Financial Officer • Office/Intern Coordinator • Outreach Officer • Copy Editor/Producer • IT Officer/Webmaster <p>Each position has particular requirements needed before applying, so make sure you check out the website for further information on each position offered.</p>
Where:	Washington D.C, United States of America
Duration:	Schedules for the 18-week internships (14 weeks for the Northern Hemisphere summer internships) can be arranged to meet the individual's needs, although full-time and full-term applicants are given preference in the selection process.
How to apply:	To apply, you must send the following to COHA:

	<ul style="list-style-type: none"> • a completed application form, which needs to be downloaded from the website; • a resume; • a cover letter; • a brief writing sample, no more than two pages, detailing what you hope to obtain from a COHA internship and how you can contribute to the organisation. (The writing sample should show you are an effective researcher and author); • an official transcript, photocopies are acceptable; and • two letters of recommendation. <p>To:</p> <p style="text-align: center;">The Intern Coordinator Council on Hemispheric Affairs 1250 Connecticut Ave., N.W., Suite 1C Washington, D.C. 20036</p> <p>Or, by email:</p> <p style="text-align: center;">The Intern Coordinator coha@coha.org</p>
Application deadline:	Remember, since applications are accepted on a rolling basis, positions tend to be filled quickly. You should apply several months prior to your desired starting date.
Remuneration:	Since COHA internships are entirely voluntary, you are expected to make your own living arrangements.
Website:	<p>Website: http://www.coha.org</p> <p>Internship Website: http://www.coha.org/internships/about-internships/</p>

European Institute

Position:	Intern
About the organisation:	The European Institute is the leading Washington-based public-policy organisation devoted to transatlantic affairs. It provides an independent forum for US and European government and corporate decision makers, officials from multilateral organisations, foreign and economic policy analysts, and expert journalists to exchange information, develop innovative policy options, and create new professional working relationships.
What you can expect:	<p>The European Institute offers volunteer internships in Northern Hemisphere autumn, spring and summer for undergraduate and graduate students. Both full and part-time internships are offered. Candidates should be able to maintain a regular work schedule of at least 20 hours a week.</p> <p>Internships are in the following topic areas:</p> <ul style="list-style-type: none"> • Programs (Defense and Homeland Security; Energy; Environment; and Transportation; Trade and Finance; Telecommunications and Space Technology) • Communications (Press; European Affairs - the Institute's public policy journal; website and blog)
Additional:	Locating and paying for housing is your responsibility.
KEY POINTS	
Open to:	The European Institute is an equal opportunity employer and does not discriminate on the basis of race, colour, sex, sexual preference, age, religion, national or ethnic origin, disability or veteran status. All applicants who are eligible for employment in the United States will be considered.
Where:	Washington DC
Duration:	<p>Northern Hemisphere Spring Internships: January – May</p> <p>Northern Hemisphere Summer Internships: June – August</p> <p>Northern Hemisphere Autumn Internships: September – December</p>
How to apply:	<p>Send applications by e-mail to NFAHEY@europeaninstitute.org, by fax to (202) 362-1088, or by mail to:</p> <p>ATTN: Human Resources</p> <p>Natalie Fahey The European Institute 1001 Connecticut Avenue, NW, Suite 220 Washington DC, 20036.</p> <p>Internship applications should include:</p> <ul style="list-style-type: none"> • A resume and cover letter; • Specify the area of internship (Programs or Communications); • List educational history, professional data and information about

	<p>extracurricular activities;</p> <ul style="list-style-type: none"> • Any foreign language skills should be noted with level of proficiency achieved. If you are a native speaker, please indicate so; • In the cover letter, explain why you are interested in working at the European Institute and why you chose the specified area; • Indicate what semester you are applying for (Northern Hemisphere spring, summer or autumn); and • Writing samples may be requested.
Application deadline:	<p>Northern Hemisphere Spring: November 1st Northern Hemisphere Summer: March 1st Northern Hemisphere Autumn: July 1st</p>
Remuneration:	<p>The European Institute offers unpaid, voluntary internships.</p>
Website:	<p>Website: http://www.europeaninstitute.org/</p> <p>Internship Website: http://www.europeaninstitute.org/200905304/Employment/Internships/employment-internships.html</p>

International Monetary Fund (IMF)

Position:	Intern
About the organisation:	The IMF is an organisation of 188 countries, working to foster global monetary cooperation, secure financial stability, facilitate international trade, promote high employment and sustainable economic growth, and reduce poverty around the world.
What you can expect:	<p>The selected candidate will work in one of the units of the Legal Department under the supervision of a senior member of the unit. Projects assigned (which differ from year to year) will be determined at a time closer to the start of the internship to ensure that they are directly aligned with the department's work program and, to the extent possible, with the interests of the intern. Research covers a broad spectrum of legal issues, as the examples below from previous years illustrate:</p> <ul style="list-style-type: none"> • Analysis of the legal framework for capital controls under the European Economic Area; • Research on the insolvency of non-bank financial institutions; • Research on the legal mandate of the IMF in financial regulation; and • Cross-country comparisons of effectiveness of AML/CFT efforts.
Additional:	Internships are offered to about 50 graduate students each year.
KEY POINTS	
Open to:	<p>Candidates:</p> <ul style="list-style-type: none"> • Should be within one of two years of completing their L.L.M. in law, or equivalent advanced degree in law; • Must be in student status (i.e. they must be returning to university after their internship); • Are typically below the age of 32; • Must have a good command of English (both written and oral); and • Must possess strong quantitative and computer skills.
Where:	Washington DC
Duration:	Between May and October, for a period of 10-13 weeks.
How to apply:	<p>Online applications are initially screened to determine whether a candidate has the minimum qualifications to be considered for the program. Following this, the most promising candidates are identified and a table containing information on each candidate is prepared. This information, along with a copy of each candidate's application and/or CV, is forwarded to participating Departments for consideration. Departments are asked to advise the Human Resources Department of their preferences among candidates, as well as the project to be undertaken.</p> <p>While candidates may be selected based on how well their studies and</p>

	research aligns with the Department's work, candidates should not expect that an internship will provide them with an opportunity to focus on their own research interests.
Application deadline:	September 14 - December 14 of preceding year of internship.
Remuneration:	<p>IMF interns receive:</p> <ul style="list-style-type: none"> • salary comparable to senior level support staff; • round-trip economy class air travel to Washington, D.C. from their university; • limited medical insurance coverage; and • although the IMF provides information to help interns locate suitable accommodation in the Washington area, it does not find housing for interns or reimburse their housing costs.
Website:	<p>Website: http://www.imf.org/</p> <p>Internship Website: http://www.imf.org/external/np/adm/rec/job/summint.htm</p>

International Development Law Organisation (IDLO)

Position:	Intern
About the organisation:	IDLO is an intergovernmental organization that promotes justice, peace and development by providing legal expertise to governments, multilateral and civil society organisations. It seeks to enhance human rights, economic growth and good governance through technical assistance on judicial and legal reform, capacity-building, legal empowerment programs and projects. IDLO brings together a range of diverse local, national and international stakeholders and working in an enabling rather than directive or prescriptive way, the organisation acts as a catalyst for social change. It prides itself on its flexibility, speed and entrepreneurial spirit.
What you can expect:	<p>The intern will perform and undertake the following duties and responsibilities:</p> <ul style="list-style-type: none"> • Carry out research and in-depth donor analysis for regular updating of IDLO donor notes; • Establish tools and execute strategic monitoring functions towards IDLO donor targets; • Take the lead on highlighting resource mobilisation related and/or other intelligence information to Partnership Relations for onward IDLO internal dissemination; • Assist general background research and preparation for missions abroad by the Head of Partnership Relations, including preparation of all materials required for the mission binder background papers on donor priorities, relevant IDLO program briefs/concept papers, bios of people to meet, logistical information etc.; and • Liaise with IDLO colleagues and prepare regular (bi-monthly) editions of the Partnership Relations Resource Mobilisation Information Note for circulation to colleagues and develop and support other Partnership Relations tools as assigned from time to time.
Additional:	IDLO has its headquarters in Rome, liaison offices for the United Nations in New York and Geneva, and country offices in Afghanistan, Kenya, Kyrgyzstan, Mongolia, South Sudan, Somalia (based in Nairobi) and Tajikistan.
KEY POINTS	
Open to:	<p>Minimum Requirements:</p> <ul style="list-style-type: none"> • Applicants enrolled in an undergraduate or post-graduate course of study at a university or equivalent higher education institution in a field relevant to IDLO's work, or have completed their university studies at the undergraduate or post-graduate level; • There is no strict age requirement but applicants generally fall between the ages of 21 and 30 years; • Possess an excellent working knowledge of English and knowledge of other languages is considered an asset; and

	<ul style="list-style-type: none"> The intern must have excellent writing, editing and analytical skills as well as an excellent understanding of external relations and environments governing international organisations.
Where:	Various locations.
Duration:	The normal duration of an internship is for three to a maximum of six months. Interns generally are hosted for an initial three months and their tenure can be extended for an additional three months if the host department or unit sees that there is mutual value for both the Intern and IDLO.
How to apply:	Online application through the website.
Application deadline:	To be released.
Remuneration:	<p>The Intern will receive a net stipend of €600 per month for full-time and €300 per month for part-time work, unless any payment or sponsorship is provided from a sponsoring institution. The payment will be pro-rated for periods of less than one month on the basis of 22 days per month.</p> <p>All selected interns must hold and show proof of suitable medical insurance (sufficient to cover costs of hospitalisation for at least the duration of the internship plus one month) to the Department of Human Resources (HR) before starting the internship.</p>
Website:	<p>Website: http://www.idlo.int/</p> <p>Internship Website: http://www.idlo.org/english/employment/apply/Pages/Interns.aspx</p>

International Fund for Agricultural Development (IFAD)

Position:	Intern
About the organisation:	IFAD works in diverse regions and countries around the world focusing exclusively on rural poverty reduction. Often working with poor rural populations in developing countries to eliminate poverty, hunger and malnutrition, raise their productivity and incomes, and improve the quality of their lives.
What you can expect:	IFAD accepts over 70 interns yearly from approximately 30 developing and industrialised countries.
Additional:	Interns must carry their own medical insurance coverage valid worldwide, which covers for the cost of urgent medical care up to €30,000 (per year) in line with the Schengen permit of stay requirement.
KEY POINTS	
Open to:	<p>Candidates must:</p> <ul style="list-style-type: none"> • Be currently enrolled in a university or graduate school and have attended courses in the last 12 months or have recently completed their university studies at the undergraduate or postgraduate level; • Be fluent in English. Fluency in other IFAD official and working languages is an asset; • Be of an IFAD member state; and • Be 30 years old or less.
Where:	Rome, Italy
Duration:	Internship assignments will be limited to a maximum period of six months with no possibility of extension under any other contractual type.
How to apply:	<p>Applicants must fill in an electronic IFAD Personal History Form specifying the expected month/year of graduation and submit it to internship@ifad.org.</p> <p>Applications will be screened by the Human Resources division. Interns will be selected for positions as and when needed by hiring managers at IFAD. Candidates will be contacted by interested IFAD divisions.</p>
Application deadline:	IFAD maintains a roster of potential candidates. If applicants meet the following criteria, their curriculum vitae will be added to the internship roster and kept for one year as qualified candidates.
Remuneration:	Interns will be paid the equivalent of an all-inclusive lump sum amount of USD600 per month, less any payment received from a sponsor (if any). The payment will be pro-rated for periods of less than one month on the basis of 30 days per month.
Website:	<p>Website: http://www.ifad.org/</p> <p>Internship Website: http://www.ifad.org/job/intern/</p>

U.S. Commerce Department

Position:	Intern
About the organisation:	The US Commerce Department's mission is to help make American businesses more innovative at home and more competitive abroad. Comprised of 12 different agencies responsible for everything from weather forecasts to patent protection, the Commerce Department touches the lives of Americans every day.
What you can expect:	<p>The Office of the General Counsel for the Department offers Northern Hemisphere summer legal internships to outstanding first and second-year law students and autumn and spring legal internships to second and third-year law students. Assignments may include research and analysis of legal decisions, opinions, rulings and statutes, drafting legal memoranda on issues relating to the Department programs; case preparations for agency hearings and litigation before the federal courts. US Commerce Department offices:</p> <ul style="list-style-type: none"> • Office of the Secretary • Office of the Deputy Secretary • Office of Business Liaison • Office of Public Affairs • Office of Scheduling and Advance • Executive Secretariat • Office of Policy and Strategic Planning • White House Liaison • Office of Legislative and Intergovernmental Affairs • Office of the General Counsel • National Telecommunications and Information Administration (NTIA) • International Trade Administration (ITA) • Economics and Statistics Administration (ESA) • Patent and Trademark Office (PTO) • Minority Business Development Agency (MBDA) • Bureau of Industry and Security (BIS) • Economic Development Administration (EDA) • National Oceanic & Atmospheric Administration (NOAA)
Additional:	The mission of the Internship Program is to engage and empower developing leaders with a passion for public service. The program will expose students to opportunities in the Federal Government and the potential to find passion in a career in public service. Interns will gain unique experience though their placement in one of several US Commerce Department offices.

KEY POINTS	
Open to:	Candidates must be: A U.S. Citizen (J-1 visa internship USA program); 18 years of age on or before the first day of the internship; and Enrolled in an undergraduate or graduate program at a college, community college, or university (2-4 year institution).
Where:	Interns will gain unique experience through their placement in one of several DOC offices.
Duration:	Candidates must be available for the duration of the program to be considered for placement.
How to apply:	Applicants must demonstrate a strong interest in public policy, governmental affairs, public affairs, business and/or community engagement. To apply for an internship, send your resume to intern@doc.gov . No phone calls please. You will be contacted only if you are a candidate for an internship.
Application deadline:	The DOC Internship Program accepts applications on a rolling basis.
Remuneration:	This is an unpaid opportunity.
Website:	Website: http://www.commerce.gov/ Internship Website: http://www.commerce.gov/about-commerce/internships

U.S. Federal Trade Commission (FTC)

Position:	Intern
About the organisation:	The US FTC prevents business practices that are anticompetitive or deceptive or unfair to consumers. Its mission is to enhance informed consumer choice and public understanding of the competitive process, and to accomplish this without unduly burdening legitimate business activity.
What you can expect:	<p>The FTC provides Northern Hemisphere summer employment opportunities (for up to 10 weeks) for law students who have completed one or more years of law school OR who are law school graduates going on to judicial clerkships. The Commission recruits dedicated law students with an exceptional level of commitment to the public interest to enforcing anti-trust and consumer protection laws as mandated by Congress.</p> <p>Assignments may include: drafting pleadings; discovery requests and responses; appearing in court or at hearings and depositions with Bureau of Competition attorneys; attending meetings with parties and their outside counsel; leading interview calls and summarising findings through written reports; reviewing documents; and researching a wide range of legal issues. In addition to receiving meaningful assignments, all interns are assigned an attorney mentor and invited to training sessions and brown bags on key anti-trust issues.</p>
KEY POINTS	
Open to:	U.S. Citizenship (J-1 visa internship USA program). Must attend an accredited law school.
Where:	Washington DC
Duration:	The Bureau coordinates a comprehensive 8 to 10 week (Northern Hemisphere) Summer Program for second and first year law student interns.
How to apply:	<p>Students applying for semester positions are encouraged to indicate their preferred divisions in the cover letter.</p> <p>Students applying for (Northern Hemisphere) summer positions may also apply through the on-campus interview process. Students may email the following materials to bcrecruit@ftc.gov to apply for a (Northern Hemisphere) Summer or Semester Internship:</p> <ul style="list-style-type: none"> • Cover letter indicating your interest in antitrust and the Bureau; • Résumé; • Transcript (an official copy is not necessary); • Short writing sample (no more than five pages; and • List of three references.
Application deadline:	Applications for both programs are reviewed on a rolling basis until positions are filled. Due to the highly competitive nature of the Northern Hemisphere Summer Program, applications received after the deadline may not be considered.

	The two programs are run between December 1 and February 1 and August 1 and September 15
Remuneration:	All semester internships are unpaid, volunteer positions.
Website:	Website: http://www.ftc.gov/ Internship Website: http://www.ftc.gov/about-ftc/bureaus-offices/bureau-competition/careers-bureau-competition/legal-internships-bureau-0

U.S. Trade Representative (USTR)

Position:	Intern
About the organisation:	USTR is part of the Executive Office of the President. Through an interagency structure, USTR coordinates trade policy, resolves disagreements, and frames issues for presidential decision. USTR also serves as vice chairman of the Board of Directors of the Overseas Private Investment Corporation (OPIC), is on the Board of Directors of the Millennium Challenge Corporation, is a non-voting member of the Export-Import Bank Board of Directors, and a member of the National Advisory Council on International Monetary and Financial Policies.
What you can expect:	The student intern program at USTR is a year-round, volunteer program in which undergraduate and graduate students gain knowledge and experience on U.S. trade policy and, in many cases, earn college credit at the same time.
Additional:	Assignments may include: research; analysis; statistics; coordination of briefing books; report preparation; meeting and conference planning; letter writing; covering meetings; hearings; and/or legislative mark-ups.
KEY POINTS	
Open to:	<p>Candidates must be:</p> <ul style="list-style-type: none"> • US Citizens (J-1 visa internship USA program); • 18 years of age at the time of application; and • Enrolled in an undergraduate or graduate program at a college or university (2-4 year institution), or have graduated in the past two years from undergraduate or graduate school.
Where:	Washington DC
Duration:	4 months.
How to apply:	<p>Students are required to submit a cover letter and resume. The cover letter must state the dates of availability and the approximate number of hours per week you can work. Also in your cover letter, briefly state the reason for applying and your expectations from an internship with USTR. A detailed writing sample may be required at a later date. Students may wish to include particular area(s) of interest within USTR (i.e, Africa, China Affairs, Americas, Europe and the Middle East). Each resume must include current address, telephone number, and e-mail address.</p> <p>Applications will be received by the Intern Coordinator and circulated to interested senior staff for consideration. If an office expresses interest, applicants will be contacted directly by the office for an interview.</p> <p>Applications must be submitted via e-mail to ustr_hr@ustr.eop.gov or faxed to 202-395-9677.</p> <p>Applications should be addressed to the attention of:</p> <p>Ms. Taiwo Carmichael Office of the U.S. Trade Representative</p>

	Human Resources - Intern Coordinator 1724 F Street, NW Washington, DC 20508
Application deadline:	<p>Following are recommended dates by which to submit applications for the corresponding semesters; however, the USTR will accept applications after these dates:</p> <ul style="list-style-type: none"> • Northern Hemisphere Spring internships - November 30th; • Northern Hemisphere Summer internships - March 15th; and • Northern Hemisphere Autumn internships - August 15th.
Remuneration:	USTR does not provide stipends. No assistance with housing, transportation, or other arrangements are available.
Website:	<p>Website: http://www.ustr.gov/</p> <p>Internship Website: http://www.ustr.gov/about-us/human-resources/employment/student-internship-program</p>

Washington International Trade Association (WITA)

Position:	Intern
About the organisation:	WITA is a non-profit, non-partisan organisation dedicated to providing a neutral forum in the nation's capital for the open and robust discussion of international trade policy and related issues. WITA is widely considered Washington's premier trade forum.
What you can expect:	Interns are given tremendous opportunity to learn about the global trade community, the Washington political environment, and specifics of international trade as well as practical office skills, event management, networking, and professional interaction.
Additional:	Schedules are flexible but should be a minimum of 35 hours or 5 days a week (as close to full time as possible). However, preference is given to candidates able to work full time (40 hours/week).
KEY POINTS	
Open to:	The J-1 visa for Trainee or Intern can be for periods of up to 18 months. Overall, the J-1 visa is an exchange visa category, with several sub-categories. The J-1 visa sub-category you will need to apply for is: "Trainee or Intern."
Where:	Washington, DC
Duration:	3 months.
How to apply:	<p>Serious applicants should submit a cover letter and resume to internships@wita.org. Cover letters should be sent in the body of an email and included as an email attachment, and should state:</p> <ul style="list-style-type: none"> • Three main things that you hope to accomplish or learn during your internship; • Your time requirements and expectations; • Your dates of availability; and • Any information technology experience should be highlighted in the cover letter. <p>Resumes should either be cut and pasted into the body of an email, or sent as a Microsoft Word document, PDF attachment, mailed as hard copy, or faxed to 202-312-1601. Resumes without cover letters will not be considered.</p> <p>Preferred: Send cover letter and resume via email to: internships@wita.org With the subject line: Internship Application (or similar)</p> <p>Or mail hardcopy to: Executive Director ATTN: Internship Program Washington International Trade Association</p>

	<p>1300 Pennsylvania Avenue, NW Suite 400 Washington, DC 20004</p> <p>Phone: (202) 312-1600 FAX: (202) 312-1601</p>
Application deadline:	<p>Northern Hemisphere Autumn selections are made in August.</p> <p>Northern Hemisphere Spring selections are made in early December.</p> <p>Northern Hemisphere Summer selections are made in late March.</p>
Remuneration:	<p>WITA internships are unpaid; however, transportation costs are reimbursed within reason.</p>
Website:	<p>Website: http://www.wita.org/</p> <p>Internship Website(s): http://www.wita.org/internships/ http://www.wita.org/en/jobs/v/293</p>

World Bank

Position:	Intern
About the organisation:	The World Bank is an international financial institution that provides loans to developing countries for capital programs. The World Bank's official goal is the reduction of poverty.
What you can expect:	<p>Generally, successful candidates have completed their first year of graduate studies or are already into their PhD programs.</p> <p>This Internship typically seeks candidates in the following fields:</p> <ul style="list-style-type: none"> • Economics, finance; • Human Development (public health, education, nutrition, population); • Social Science (anthropology, sociology); and • Agriculture, environment, private sector development, as well as other related fields.
Additional:	The World Bank Group Internship offers highly motivated and successful individuals an opportunity to improve their skills while working in a diverse environment. Interns generally find the experience to be rewarding and interesting.
KEY POINTS	
Open to:	<p>To be eligible for the Internship, candidates must possess an undergraduate degree and already be enrolled in a full-time graduate study program (pursuing a Master's degree or PhD with plans to return to school in a full-time capacity).</p> <p>Fluency in English is required.</p> <p>Prior relevant work experience, computing skills, as well as knowledge of languages such as French, Spanish, Russian, Arabic, Portuguese, and Chinese are advantageous.</p>
Where:	Most positions are located in Washington, DC (some positions are offered in country offices).
Duration:	A minimum of four weeks in duration.
How to apply:	Online application.
Application deadline:	<p>The World Bank Group Internship is offered during two seasons, and applications are accepted during the following periods:</p> <ul style="list-style-type: none"> • Northern Hemisphere Summer Internship (June-September) The application period for the Summer Internship is December 1 – January 31. • Northern Hemisphere Winter Internship (December-March) The application period for the Winter Internship is September 1 - October 31.

Remuneration:	The World Bank pays an hourly salary to all Interns and, where applicable, provides an allowance towards travel expenses. Interns are responsible for their own living accommodation. Most positions are located in Washington, DC (some positions are offered in country offices) and are a minimum of four weeks in duration.
Website:	Website: http://web.worldbank.org/ Internship Website: http://web.worldbank.org/WBSITE/EXTERNAL/EXTJOBSNEW/0,,contentMDK:23123155~menuPK:8453544~pagePK:8453902~piPK:8453359~theSitePK:8453353,00.html

World Trade Organisation (WTO)

Position:	Intern
About the organisation:	The WTO is an organisation for trade opening, a forum for governments to negotiate trade agreements and a place for them to settle trade disputes through a system of trade rules. Essentially, the WTO offers a dispute settlement process for member governments with the overriding goal to help producers of goods and services, exporters, and importers conduct their business, while allowing member governments to meet social and environmental objectives.
What you can expect:	The WTO Secretariat maintains a limited internship for post-graduate university students wishing to gain practical experience and deeper knowledge of the multilateral trading system. Only a limited number of such internship posts is available.
Additional:	The WTO may also employ unpaid interns. Interns are treated like secretariat staff members during their stay insofar as their obligations, in particular with regard to confidentiality.
KEY POINTS	
Open to:	<p>Interns are recruited from among nationals of WTO Members and countries and customs territories engaged in accession negotiations.</p> <p>Interns will have completed their undergraduate studies in a relevant discipline (e.g. economics, law, political science, international relations), and shall have completed at least one year of their postgraduate studies.</p> <p>The minimum age for an intern is 21 years and the maximum age 30 years.</p> <p>A roster of suitable candidates is maintained from which interns are selected. In addition to the regular internship, the need may also arise to recruit interns at short notice for particular tasks. These recruits will also be drawn from the roster. Names will not be maintained on the roster for longer than one year.</p>
Where:	Geneva, Switzerland
Duration:	Internships are generally for a duration of up to 24 weeks, the length of the internship depending on the project the intern is requested to work on, and on the needs of each Division.
How to apply:	Online applications are strongly encouraged to enable WTO to store your profile in a permanent database. Visit WTO's E-Recruitment website at: www.wto.org . The system provides instructions for online application procedures.
Application deadline:	Internships can start at any time during the year and intake is on a continuing basis, with no specific recruitment period. There is no opening or closing date for applications.
Remuneration:	Paid interns receive a daily allowance of CHF 60 (including week-ends and official holidays falling within the selected period). No other remuneration of any kind is paid.

Website:	Website: http://www.wto.org/ Internship Website: https://erecruitment.wto.org/public/hrd-cl-vac-view.asp?jobinfo_uid_c=3475&vaclng=en
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THE LAW SOCIETY OF NEW SOUTH WALES
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INTERNATIONAL ENVIRONMENTAL INTERNSHIPS



NSW YOUNG LAWYERS
**INTERNATIONAL
LAW COMMITTEE**

Center for International Environmental Law (CIEL)

Position:	<ul style="list-style-type: none"> • Internship • Fellowship
About the organisation:	<p>With offices in Washington DC and Geneva, since 1989, the Center for International Environmental Law (CIEL) has worked to strengthen and use international law and institutions to protect the environment, promote human health, and ensure a just and sustainable society.</p>
What you can expect:	<p>(A) Internships:</p> <p>Washington D.C.</p> <p>Lawyers, law students and other exceptionally motivated students and graduates, are encouraged to apply as the CIEL provides an excellent opportunity to gain experience in the field of international environmental law.</p> <p>Duties include:</p> <ul style="list-style-type: none"> • researching and writing about areas of international law and policy; • assisting with policy analysis and advocacy; • attending meetings and conferences; • assisting with the production of CIEL publications; and • otherwise, working closely with CIEL staff on various projects. <p>Geneva, Switzerland</p> <p>CIEL's internship program in Geneva offers interns excellent opportunities to gain experience in the field of international environmental law, including intellectual property rights law and institutions.</p> <p>Duties include:</p> <ul style="list-style-type: none"> • researching and writing about areas of international law and policy; • assisting with policy analysis and advocacy; • attending meetings and conferences; • assisting with the production of CIEL publications; and • otherwise, working closely with CIEL staff on various projects. <p>(B) Fellowship:</p> <p>CIEL offers one special fellowship each year, the Louis B. Sohn Fellowship in Human Rights & Environment, for public interest lawyers that have had significant on the ground experience working on human rights issues.</p>
Additional:	<p>Internship:</p> <p>Washington D.C.</p> <p>Successful applicants generally possess excellent research and writing skills</p>

	<p>and a strong dedication to public interest law.</p> <p>Geneva, Switzerland</p> <p>CIEL's office in Geneva particularly needs students and graduates with an interest in international chemical management, or students and graduates interested in issues of new technologies (e.g. nanotechnologies), international intellectual property and sustainable development.</p> <p>Knowledge of French, Spanish or German is also useful. Due to their current limited infrastructure, CIEL may ask interns to work on the interns personal laptop computers.</p>
KEY POINTS	
Open to:	<p>CIEL do not consider undergraduates for legal internships.</p> <p>Post graduate students welcome.</p>
Where:	<ul style="list-style-type: none"> • Washington D.C, United States of America; and • Geneva, Switzerland.
Duration:	<p>Internship:</p> <p>Summer interns typically work full-time during the northern hemisphere summer months.</p> <p>Fellowship:</p> <p>Fellows serve full-time for varied terms.</p>
How to apply:	<p>Internship and fellowships:</p> <p>Washington D.C.</p> <p>To apply for internships or fellowships in Washington, D.C., please send a cover letter, resume, and short writing sample to info@ciel.org</p> <p>Or mail them to:</p> <p>Center for International Environmental Law Attention Intern Coordinator 1350 Connecticut Avenue, N.W., Suite 1100, Washington D.C. 20036</p> <p>CIEL accept applications on a rolling basis for (Northern Hemisphere) Autumn, Spring and Summer Internships.</p> <p><i>Please state your desired time period in your application.</i></p> <p>Geneva, Switzerland</p> <p>CIEL is not offering internships at its Geneva office at this time. Please check back later at:</p> <p>http://www.ciel.org/Education_Training/Internships_Geneva.html</p>
Application	<p>Previous applications have been due in January and March, please check the</p>

deadline:	website for updated deadlines.
Remuneration:	Internships and fellowships are unpaid. CIEL is also unable to provide financial assistance or housing. It is the intern's or fellow's responsibility to locate housing.
Website:	Website: www.ciel.org Internship Website: http://www.ciel.org/Education_Training/index.html

Greenpeace International: International Executive Director's Office

Position:	<ul style="list-style-type: none"> • Internship Research • Internship Legal Unit
About the organisation:	<p>Greenpeace is an independent global campaigning organisation that acts to change attitudes and behaviour, to protect and conserve the environment.</p> <p>Greenpeace is present in 40 countries across Europe, the Americas, Asia, Africa and the Pacific.</p>
What you can expect:	<p>Administrative/ Secretarial Intern Tasks</p> <ul style="list-style-type: none"> • Creation and maintenance of a contact database; • Creation of templates as directed; • Review and maintenance of archives; • Maintenance of team internal internet pages; and • Assisting with basic Executive Director's Office administration.
Additional:	<p>Skills and Requirements</p> <ul style="list-style-type: none"> • Administrative/ Secretarial Qualification (preferable); • Fluent in English (written & spoken); • Interest in and awareness of environmental issues; • Multi-tasking skills; • Team Player; and • Applicants with knowledge on human rights, freedom of expression, law of the sea, corporate liability, civil and environmental law are encouraged to apply.
KEY POINTS	
Open to:	<p>Only EU nationals and/or those with a valid work permit for The Netherlands are eligible. Applicants will have to take out health insurance before starting the internship.</p> <p>Internship Research: for students who have completed their studies less than 1 year ago with a minimum equivalent of a Bachelors degree. Masters or higher is preferred.</p> <p>Internship Legal Unit: for law students towards end of their studies or recent law graduate.</p>
Where:	Amsterdam, Netherlands
Duration:	<p>Greenpeace International internships are full-time positions (up to 40 hours per week).</p> <p>Internship lasts six months.</p>

How to apply:	<p>Please send a cover letter, detailing your motivation for applying, and your CV to: recruitment.int@greenpeace.org</p> <p>Applications must be in English, and consist of a single e-mail (quoting Internship-Legal Unit-GPI in the email subject), with the following attachments:</p> <ul style="list-style-type: none"> • A cover letter of not more than 1 page; • A CV of not more than 1 page; • A sample of your writing on any legal subject of not more than 10 pages. <p>In addition, applications must include the following information:</p> <ul style="list-style-type: none"> • Confirmation that you have a student and/or work and/or residency permit for the Netherlands; • Indication of which period you would be available for the internship. <p>Applications without a cover letter will not be considered.</p> <p>Due to the volume of applicants, if you have not been contacted within 3 weeks of the date of your application, we regret that you have not been short-listed for further consideration.</p>
Application deadline:	Applications have previously been due 30th June annually. Please check website for details.
Remuneration:	Remuneration is via a modest monthly honorarium.
Website:	<p>Website: www.greenpeace.org</p> <p>Internship Website: http://www.greenpeace.org/international/en/about/jobs/</p>

International Environmental Law Research Centre (IELRC)

Position:	Internship
About the organisation:	<p>The IELRC is an independent, non-profit research organisation established in 1995.</p> <p>IELRC provides a unique forum for collaborative research between researchers in the North and South of Africa.</p> <p>IELRC aims to contribute to the establishment and implementation of legal and institutional frameworks that foster the sustainable conservation and use of the environment and natural resources in an equitable international context.</p>
What to expect:	Due to the changes in demand for work and research conducted at IELRC, to find out what activities are involved in current internships please directly contact the IELRC directly.
Additional:	<p>Research areas include:</p> <ul style="list-style-type: none"> • Biosafety • Biodiversity • Climate Change • Intellectual Property • Justice and Human Rights • Water and Sanitation
KEY POINTS	
Open to:	Interested individuals should contact IELRC to discuss substantive and practical details.
Where:	Nairobi, Kenya
Duration:	Internship period is negotiable.
How to apply:	<p>Interested individuals should contact IELRC at info@ielrc.org.</p> <p>An application form can be found at the internship website.</p>
Application deadline:	N/A
Remuneration:	No funding available.
Website:	<p>Website: http://ielrc.org/</p> <p>Internship Website: http://www.ielrc.org/about_careers.htm</p>

International Tribunal for the Law of the Sea (ITLOS)

Position:	Internship
About the organisation:	The International Tribunal for the Law of the Sea (ITLOS) is an independent judicial body established by the United Nations Convention on the Law of the Sea (UNCLOS) to adjudicate disputes arising out of the interpretation and application of UNCLOS. ITLOS is composed of 21 independent members, elected from among persons enjoying the highest reputation for fairness and integrity and of recognised competence in the field of the law of the sea.
What to expect:	<p>Internships are offered in the following departments:</p> <ul style="list-style-type: none"> • Legal Office • Library • Linguistic Services • Press Office <p>Duties include:</p> <ul style="list-style-type: none"> • Under supervision, you are required to carry out assignments for members of ITLOS and the Registry for ITLOS. You will be expected to be able to contribute to the work of ITLOS in fields such as the law of the sea, public international law, international organisations and international relations, political science, public information, publications and library science, and translation. • Interns must keep confidential any and all unpublished information obtained during the course of the internship and may not publish any reports or papers based on such information even after the completion of the internship, except with the explicit authorisation of ITLOS. • Upon successful completion of the internship, interns receive a certificate. The certificate will, inter alia, state the period of internship, give examples of the allocated tasks and evaluate the intern's performance.
Additional:	Approximately 20 internships are available each year for young government officials or students of law, international relations, public relations, political science, library science and translation. The internship is designed to give participants the opportunity to gain an understanding of the work and functions of ITLOS and to enable ITLOS and its members to benefit from the assistance of persons with relevant knowledge and skills in areas within the scope of activities of ITLOS.
KEY POINTS	
Open to:	<p>The following criteria are used to determine eligibility for the Internship:</p> <p>Applicants should:</p> <ul style="list-style-type: none"> • have completed at least three years of university studies; • normally be engaged in a degree-granting or postgraduate degree at

	<p>the time of application and also during the internship;</p> <ul style="list-style-type: none"> • normally not be more than 35 years of age; • have a good command of English and/or French; and • have an interest in international law, in particular international law of the sea, international affairs or international institutions and organisations.
Where:	Hamburg, Germany
Duration:	3 months usually full time.
How to apply:	<p>Persons who are interested in participating in the internship at ITLOS in Hamburg should submit a duly completed application form, ITLOS/INT.2. In the case of persons nominated by a government, university, other institution, law firm or organisation, Part II of the form should be filled out by the relevant official of the nominating body.</p> <p>A résumé, with grade transcript or list of courses taken and, if available, a brief sample of research work in English or French, should accompany the application form.</p> <p>Incomplete applications will not be considered.</p> <p>Applications should be sent to ITLOS to meet the deadlines below.</p> <p>Contact Details</p> <p>The Internship Coordinator International Tribunal for the Law of the Sea Am Internationalen Seegerichtshof 1 22609 Hamburg Germany</p> <p>Tel.: (49) 40 35607-227/181</p>
Application deadline:	<ul style="list-style-type: none"> • January to March: application to be submitted by 30 September of previous year. • April to June: application to be submitted by 31 December of previous year. • July to September: application to be submitted by 31 March. • October to December: application to be submitted by 30 June.
Remuneration:	Interns are not paid.
Website:	<p>Website: http://www.itlos.org/</p> <p>Internship Website: http://www.itlos.org/index.php?id=243&L=0</p>

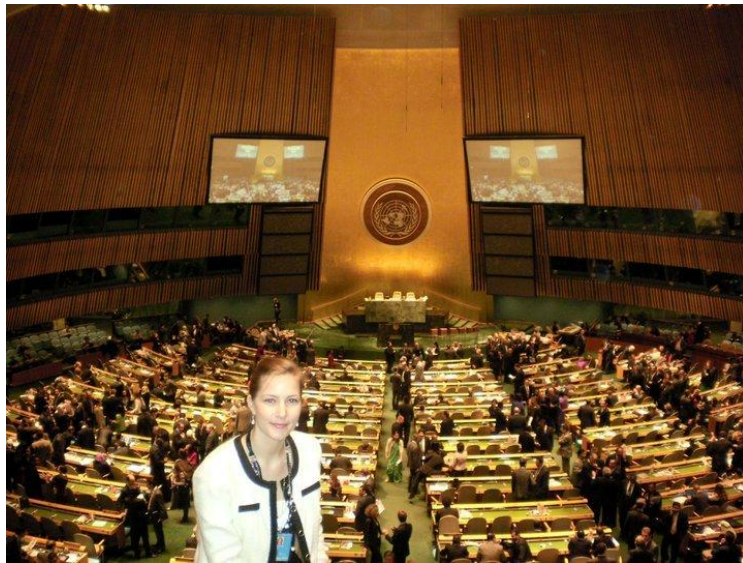
THE LAW SOCIETY OF NEW SOUTH WALES
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UNITED NATIONS INTERNSHIPS (NON-ENVIRONMENTAL)



NSW YOUNG LAWYERS
**INTERNATIONAL
LAW COMMITTEE**

Intern Profile: Natalie Puchalka



1. Please give us a short bio of yourself.

I am a lawyer at Holding Redlich with experience in domestic and international commercial arbitration, maritime law, import/export law as well as commercial litigation.

2. Where did you undertake the internship?

I completed an internship at the Security Council and Charter Research Branch of the Department of Political Affairs at the United Nations Headquarters in New York in 2010.

3. How did you apply for the internship?

I completed an online application form.

4. What education / work experience did you have before you took the internship?

I completed a Bachelor of Laws (Honours)/Arts in International Studies (Major: Switzerland) at the University of Technology, Sydney. I studied at the University of Lausanne in Switzerland for a year where I completed various subjects in French. I also worked as an International Commercial Arbitration Research Assistant in Montreal, Canada and worked as a lawyer for 6 months back in Sydney. I was also enrolled in a Master of Laws degree at the University of Sydney.

5. What responsibilities did you have during the internship?

I performed research, created summaries of my findings and drafted case studies to be published in the 16th Supplement of the Repertoire of the Practice of the Security Council. I also acted as Focal Point of the Social Committee for the UN interns.

6. What did you learn during the internship?

I obtained a greater understanding of how the UN operates, the day-to-day office environment and responsibilities of various UN officers as well as how Security Council meetings are conducted.

7. What was the most memorable experience in your internship?

There are too many to list! Attending meetings of the Security Council and the High-level segment of the 65th General Assembly where I saw Barack Obama and Angela Merkel speak, going on a rare tour of the White House with the UN interns, meeting the (now current) President of Chile and head of

UN Women at the time, Michelle Bachelet, and meeting so many inspirational interns many of which have become my friends.

8. Any advice you have for prospective interns?

Never underestimate yourself and just apply!

International Labour Organisation (ILO)

Position:	Intern
About the organisation:	<p>The ILO is devoted to promoting rights at work, encouraging decent employment opportunities, enhancing social protection and strengthening dialogue in handling work-related issues.</p> <p>The ILO is committed to offering technical cooperation and advisory services to member States and to assist them in assessing and, where necessary, framing or revising their labour laws. This includes assistance in the development of national laws and regulations to allow ratification of Conventions or implementation of the corresponding principles.</p>
What to expect:	The ILO internship program provides exposure to high-profile conferences, with the ability to participate in meetings, and contribute to analytical work as well as provide support to work on ILO fundamental principles, dynamic programs and ground-breaking strategies.
KEY POINTS	
Open to:	<p>Requirements are:</p> <ul style="list-style-type: none"> • To be currently enrolled in the last year of a graduate degree (Master or equivalent) or higher degree relevant to the ILO's work; or • To have graduated from one of the above within a year preceding the application; and • To have a working knowledge (both oral and written) of at least one of the ILO's official languages (English, French or Spanish). <p>In addition, the following attributes will be considered:</p> <ul style="list-style-type: none"> • Comfortable in an international and multicultural environment; • Excellent communication skills; • Able to work autonomously and as part of a team; • Past knowledge of IT-related work is an advantage; <p>Finally, the internship is not open to:</p> <ul style="list-style-type: none"> • Close relatives of a serving ILO official; • Candidates already working at the ILO or who have already participated in the ILO Internship.
Where:	Geneva
Duration:	<p>Between 3- 6 months.</p> <p>Internships start on the 1st or 15th of each month (or the day after it happens to be a non-working day).</p>
How to apply:	You are advised to consult the ILO's website to familiarise yourself with the work of the various sectors and departments and identify the areas that interest you most. You can submit an application together with a covering

	<p>letter to the ILO's roster (https://erecruit.ilo.org/public/).</p> <p>Only three applications per recruitment advertisement period are accepted.</p>
Application deadline:	If a department opens an internship position, it will consult the roster. In case your profile matches, you will be contacted directly by the department.
Remuneration:	Where an intern is not supported by an institution (university, government or other institution), a stipend to cover basic subsistence costs will be paid by the ILO.
Website:	<p>Website: http://www.ilo.org/</p> <p>Internship Website: http://www.ilo.org/public/english/bureau/pers/vacancy/intern.htm</p>

International Maritime Organisation (IMO)

Position:	Intern
About the organisation:	<p>The IMO is a specialised agency of the United Nations which is responsible for measures to improve the safety and security of international shipping and to prevent marine pollution from ships. It is also involved in legal matters, including liability and compensation issues and the facilitation of international maritime traffic.</p> <p>The IMO slogan sums up its objectives: Safe, secure and efficient shipping on clean oceans.</p>
What to expect:	<p>The internship is particularly designed for students undertaking research in the activities of IMO for the main purpose of writing their dissertation or to further their own research.</p> <p>Interns will be given the opportunity, when appropriate, to observe the proceedings of any committees or bodies of IMO which may be meeting during the period of their stay. However, all interns will attend IMO meetings in their personal capacity only and cannot sit with delegations from their respective countries or take part in the meetings.</p> <p>IMO does not have a training program for interns as such. Students who are accepted for a period of internship are not supervised and are expected to determine for themselves the method and scope of their work at IMO.</p>
KEY POINTS	
Open to:	<p>Students are considered for an internship at IMO headquarters only at the request of their governments or appropriate governmental authorities if the country concerned is a member state of IMO or at the request of universities/high learning institutions.</p> <p>All applications must be accompanied by a letter from the sponsor, addressed to the Secretary-General.</p> <p>Priority is given to students with an academic background in the fields of shipping, marine environment, international maritime and environmental law, and who have already obtained a university degree and are studying for, or completed, a master or doctorate degree.</p>
Where:	<p>International Maritime Organisation</p> <p>4 Albert Embankment London SE17SR United Kingdom</p>
Duration:	Internships are offered for periods of two weeks to a maximum of two months.
How to apply:	The purpose of the internship must be directly related to the work of IMO and the request for internship should indicate clearly the specific areas of the IMO's work that are of interest to the applicant.
Remuneration:	The acceptance of students for internship at IMO's headquarters is subject to the clear understanding that their stay will entail no financial implications, legal

	<p>obligations or liabilities for IMO.</p> <p>Applications must be accompanied by a written agreement to this effect both from the governmental authority or high learning institution requesting the internship and from the applicants themselves.</p>
Website:	<p>Website: http://www.imo.org/</p> <p>Internship Website: http://www.imo.org/About/Careers/Internship/Pages/Default.aspx</p>

The Office of the United Nations High Commissioner for Human Rights (OHCHR)

Position:	Intern
About the organisation:	The High Commissioner for Human Rights is the principal human rights official of the United Nations. The High Commissioner heads OHCHR and spearheads the United Nations' human rights efforts. The OHCHR aims to provide leadership, education and action to empower individuals and assist States in upholding human rights.
What to expect:	The aim of the internship is to increase the intern's understanding of current human rights issues at the international level. More particularly interns are assigned to an organisational unit of OHCHR according to the needs of the Office and their own areas of interest. They are involved, inter alia, in researching human rights issues, drafting analytical papers and reports, providing substantive and technical servicing of meetings, backstopping fact-finding and technical cooperation activities as well as field operations and supporting other OHCHR activities, depending on the exigencies of the Office. As part of the internship, OHCHR endeavours to brief interns through a series of information sessions on human rights issues conducted by staff of the Office.
Additional:	The maximum number of interns accepted by OHCHR at any given time is 50.
KEY POINTS	
Open to:	<p>Applicants to the United Nations internship must at the time of application meet one of the following requirements:</p> <ul style="list-style-type: none"> • be enrolled in a graduate school (second university degree or equivalent, or higher); • be enrolled in the final academic year of a first university degree (minimum Bachelor's level or equivalent); • have graduated with a university degree and, if selected, must commence the internship within a one-year period of graduation. <p>Participants in the internship are selected from graduate students and holders of graduate level degrees in disciplines related to the work of the United Nations, e.g. international law, political science, history, social sciences. Preference will be given to those, within these disciplines, who have specialised in human rights issues. Typically, interns do not have previous working experience of this nature. Applicants must be sponsored by an academic institution and must have a good command of at least two of the six official languages of the United Nations, i.e. English, French, Spanish, Arabic, Russian and Chinese. Drafting ability in either English or French is required.</p>
Where:	Geneva, Switzerland
Duration:	Unless specifically contemplated under an agreement between OHCHR and an academic institution, internships are for a minimum period of three months and may be renewed once for a further three-month period. The maximum duration of internships at OHCHR is six months.

How to apply:	<p>Applicants should submit the following documentation:</p> <ul style="list-style-type: none"> • a duly completed, stamped, dated and signed internship application form; • a list of courses taken, transcripts of grades or diplomas; • a written sample of research work or an abstract of academic papers (3-12 pages maximum); • a proof of enrolment in graduate studies; and • a proof of enrolment in a health insurance plan.
Application deadline:	<p>There are two selections a year:</p> <ul style="list-style-type: none"> • 30 April for the period between July – December • 31 October for the period between January – June
Remuneration:	<p>United Nations internships are not remunerated and interns are not considered officials or staff members of the Organisation. Travel costs and living expenses must be borne by the interns themselves or by a sponsoring institution. Interns are responsible for making their own travel arrangements and for obtaining visas.</p>
Website:	<p>Website: http://www.ohchr.org/EN/Pages/WelcomePage.aspx</p> <p>Internship Website: http://www.ohchr.org/EN/AboutUs/Pages/InternshipProgramme.aspx</p>

UNAIDS

Position:	Intern
About the organisation:	UNAIDS is the Joint United Nations Programme on HIV/AIDS with the objective of leading and inspiring the world in achieving universal access to HIV prevention, treatment, care and support.
What to expect:	<p>The Internship Program gives students based in one of UNAIDS' locations the opportunity to undertake a work experience placement as part of their studies. It aims to provide a stimulating and fulfilling experience for interns, while enabling them to deepen their understanding of the goals, principles and activities of UNAIDS.</p> <p>The main tasks and responsibilities of the position are to be provided by the respective supervisor and reflected in the terms of reference for the internship.</p>
KEY POINTS	
Open to:	<p>Candidates for internships at UNAIDS must be engaged in a course of post-secondary studies leading to a formal qualification in an approved university program at the under-graduate or post-graduate level.</p> <p>S/he should be fluent in English and a working knowledge of a second language (French/Spanish) would be desirable. Computer skills are also required (Word/Excel). Persons closely related by blood or by marriage to staff members are not eligible for internships.</p>
Where:	UNAIDS Secretariat, Geneva, Switzerland
Duration:	6 weeks - 3 months.
How to apply:	Online application.
Application deadline:	2 February 2015 (Deadlines vary per year).
Remuneration:	No remuneration of any kind is offered, nor are any travel or subsistence expenses covered. Interns must provide proof of adequate health insurance; UNAIDS will provide accident insurance coverage only.
Website:	<p>Website: http://www.unaids.org/en/</p> <p>Internship Website: http://www.unaids.org/en/aboutunaids/workatunaidssecretariat/internships/</p>

United Nations Association of the United States of America (UNA-USA), New York

Position:	Intern
About the organisation:	<p>UNA-USA Strategic Alliance works to build a broad base of citizen support for American multilateral engagement through UNA-USA's 125 chapters and divisions across the U.S.</p> <p>The mission of the UNA-USA and its chapters is to inform, inspire and mobilise Americans to support the principles and vital work of the United Nations and to strengthen the United Nations system.</p>
What to expect:	<p>UNA-USA awards a variety of part-time and full-time internships to highly motivated high school, undergraduate and graduate students.</p> <p>Intern responsibilities range from independent research in documents and interviews, and writing to the organisation of forums in the United Nations or Washington policy communities, sometimes including public outreach efforts in cooperation with UNA-USA constituencies.</p> <p>Since the internship takes place in New York, interns are often able to attend various United Nations meetings, briefings, and special UNA-USA events as well.</p> <p>Internship Areas</p> <ul style="list-style-type: none"> • Partnership Development • Issue Areas: Children's Health, Women & Population, Technology, Climate & Energy, US-UN Relations, Sustainable Development • Public Affairs • Finance and Grants Administration
Additional:	<p>Applicants are asked to indicate the department in which they prefer to work. However, if necessary, UNA-USA will suggest another department based on the organisation's present needs and the applicant's interests and expressed abilities. Most of UNA-USA's work is performed in English.</p> <p>Academic credit can be arranged for students requiring documentation.</p>
KEY POINTS	
Open to:	<p>Applicants should be either:</p> <ul style="list-style-type: none"> • enrolled in a degree-granting program in an undergraduate or graduate school during the internship; or • a recent graduate with a demonstrated interest in the UN and international development. <p>Interns must possess a strong interest in international affairs, good writing and research skills, and formidable knowledge of the United Nations and other multilateral institutions.</p> <p>The ability to write and speak another language is not required unless</p>

	specifically mentioned in the program description.
Where:	New York
Duration:	Academic semester (2-3 months).
How to apply:	Applicants should submit a current resume and cover letter online. The cover letter should be addressed to "Intern Administrator." Only applications submitted online will be considered. Both the resume and cover letter should be in either Word or pdf format. Only completed applications with both a resume and cover letter will be considered.
Application deadline:	UNA-USA offers semester-long full and part time internships during the autumn, spring, and summer terms (Northern Hemisphere) for undergraduates, graduate students, and recent graduates.
Remuneration:	Internships are not salaried positions.
Website:	Website: http://www.unfoundation.org/ Internship Website: http://www.unfoundation.org/about-unf/internships/

United Nations Children's Fund (UNICEF)

Position:	Intern
About the organisation:	UNICEF is the driving force that helps build a world where the rights of every child are realised. UNICEF was created with this purpose in mind – to work with others to overcome the obstacles that poverty, violence, disease and discrimination place in a child's path.
What to expect:	<p>The UNICEF internship offers eligible/qualified students at both headquarters and country offices the opportunity to acquire direct practical experience in UNICEF's work under the direct supervision of experienced UNICEF staff.</p> <p>Most interns work on a project or several projects, which will benefit both them and UNICEF, such as research or studies and creating or improving databases and/or websites.</p>
Additional:	While most of our internships are full time, some are not. How long and how often you work in the office depends on the agreement with the supervisor and the project and office you are assigned to. Sometimes there are projects that can be done on a part time or even virtual basis.
KEY POINTS	
Open to:	<p>Applicants should possess the following:</p> <ul style="list-style-type: none"> • be a currently-enrolled graduate or post-graduate student in a field related to UNICEF's interests. Applicants should be enrolled during the full duration of the proposed internship period. At present UNICEF does not accept undergraduates. • fluent in English and one other UNICEF working language, i.e. French, Spanish, Arabic, Russian or Chinese. • excellent academic performance as demonstrated by recent university or institution records. • applicant's internship application should be supported by university or a related institution. A minimum requirement is a letter from a professor supporting the application. This is only needed when an internship assignment has been offered. • applicants must have a demonstrated interest in the field of international development, particularly in areas of UNICEF priorities. • ability to adapt and work in a multicultural setting. • strong commitment to the values and principles of the United Nations and UNICEF's mission, guiding principles and Convention on the Rights of the Child. • Any past work experiences will also be considered.
Where:	New York or other field location.
Duration:	Interns will be accepted for a minimum period of six weeks and a maximum of sixteen weeks.

How to apply:	UNICEF Online Application (which requires your CV).
Application deadline:	<p>As the need for interns varies and is ongoing throughout the year, UNICEF does not have any specific periods or deadlines for applications. If you would like to do an internship within a specific time frame, please email your applications at least two to three months in advance.</p> <p>The following timeframes are meant to provide a guide on when to apply</p> <ul style="list-style-type: none"> • Internships for January – May: apply by 1 October • Internships for June – August: apply by 1 March • Internships for September: apply by 1 July
Remuneration:	Internships at UNICEF are non-remunerative. All successful applicants are expected to make their own arrangements for travel, lodging and living expenses during the internship period.
Website:	<p>Website: http://www.unicef.org/</p> <p>Internship Website: http://www.unicef.org/about/employ/index_internship.html</p>

United Nations Commission of International Trade Law (UNCITRAL)

Position:	Intern
About the organisation:	UNCITRAL is the core legal body of the United Nations system in the field of international trade law. UNCITRAL is a legal body with universal membership specialising in commercial law reform worldwide for over 40 years. UNCITRAL's business is the modernisation and harmonisation of rules on international business.
What to expect:	<p>Interns will be normally requested to undertake tasks in either the legislative branch or the technical assistance section of UNCITRAL under the supervision of a legal officer, in connection with the ongoing projects of UNCITRAL working groups, or with the activities of promotion of UNCITRAL texts and assistance to legal reform.</p> <p>In determining the area and substance of the intern's work, account will be taken of the projects currently being undertaken in the division, the qualifications of the intern and the purpose of the internship as expressed by the sponsoring institution or the intern.</p>
KEY POINTS	
Open to:	<p>Applicants to the United Nations internship must at the time of application meet one of the following requirements:</p> <ul style="list-style-type: none"> • be enrolled in a graduate school (second university degree or equivalent, or higher); • be enrolled in the final academic year of a first university degree (minimum Bachelor's level or equivalent); • have graduated with a university degree and, if selected, must commence the internship within a one-year period of graduation. <p>In addition, the following skills are also required:</p> <ul style="list-style-type: none"> • fluency (spoken and written) in at least one of the working languages of the United Nations Secretariat (English and French); knowledge of other official languages of the United Nations (Arabic, Chinese, Russian and Spanish) is an asset. • Computer skills, including familiarity with applications such as Microsoft Word, Excel, PowerPoint and internet research. • Any advanced knowledge of work relating to website administration and familiarity with HTML will be considered an asset.
Where:	Vienna, Switzerland
Duration:	The internship is for an initial period of two months, which may be extended for an additional two months. The total duration may, exceptionally, be extended to a maximum period of six months.
How to apply:	<p>Prospective interns are encouraged to apply six to eight months in advance of the desired internship period.</p> <p>The application is web-based and can be found on the internet at:</p>

	<p>http://www.unodc.org/unodc/en/about-unodc/employment.html.</p> <p>Applications must be accompanied by documentary evidence (i.e. a letter of confirmation from a university) of continuing matriculation, university transcripts, an up-to-date CV and a short essay in English or French (about 150-250 words) outlining the applicant's motivation for doing an internship.</p> <p>In addition, the names of three persons who could give their opinion on the academic and/or professional qualities of the candidate are also required.</p>
Application deadline:	Completed applications and accompanying documentation should be submitted, using the above web address, no earlier than eight months and no later than four months before the intended start of the internship.
Remuneration:	The United Nations is unable to provide any financial assistance or remuneration to interns, and service as an intern entails no financial implications for the United Nations.
Website:	<p>Website: http://www.uncitral.org/</p> <p>Internship Website: http://www.uncitral.org/uncitral/en/vacancies_internships.html</p>

United Nations Framework Convention on Climate Change (UNFCCC)

Position:	Intern
About the organisation:	<p>Over a decade ago, most countries joined the international treaty, UNFCCC, to begin to consider what can be done to reduce global warming and to cope with whatever temperature increases are inevitable.</p> <p>The UNFCCC secretariat supports all institutions involved in the climate change process, particularly the Conference of the Parties, the subsidiary bodies and their bureau.</p>
What to expect:	The objective of the internship is to provide a framework through which postgraduate students from diverse academic backgrounds may be assigned to the UNFCCC secretariat to enhance their educational experience through practical work assignments. It allows selected candidates to gain insight into the work of the United Nations and provides assistance and training in various professional fields.
KEY POINTS	
Open to:	<p>An undergraduate degree should have been completed with work on a master degree in progress. Applicants should therefore be enrolled in a recognised university course of study in fields related to the work of the UNFCCC secretariat (including economics, environmental sciences, international law, international relations, natural sciences, political science, human resources and/or public administration, event management, IT/computer sciences, and communication) at the time of application and during the entire period of internship.</p> <p>Applicants should be able to work in English.</p>
Where:	Bonn, Germany
Duration:	The normal duration of an internship is two months, which can be extended for an additional period of two months by mutual consultation and consent. The total duration may exceptionally be extended to a maximum period of six months when there are special academic requirements or special needs of the receiving projects.
How to apply:	<p>Applications from prospective interns may be forwarded by e-mail or normal mail directly, or through a sponsoring institution to: Ms. Pascaline Anapak, Intern Focal Point, UNFCCC, P.O. Box 260124, D-53153 Bonn, Germany or e-mail address: internship@unfccc.int</p> <p>Applications should include the following:</p> <ul style="list-style-type: none"> • A recent detailed curriculum vitae; • An explanatory paper indicating the reason for requesting an internship and intended goals to be achieved if selected.
Application deadline:	<p>The deadline for receipt of applications is generally around 2 months before the start of the internship period.</p> <p>Mid-October; deadline for Northern Hemisphere spring internships (mid-</p>

	<p>January to mid-March).</p> <p>Mid-March; deadline for Northern Hemisphere summer internships (early June to early August).</p> <p>Mid-June; deadline for Northern Hemisphere autumn internships (mid-September to mid-November)</p>
Remuneration:	<p>Interns are not financially remunerated by the UNFCCC secretariat. Costs and arrangements for travel, visas, accommodation and living expenses are the responsibility of the intern or his/her sponsoring institution.</p>
Website:	<p>Website: http://newsroom.unfccc.int/</p> <p>Internship Website: http://unfccc.int/secretariat/internship_programme/items/2653.php</p>

United Nations Headquarters New York, Office of Legal Affairs

Position:	Intern
About the organisation:	<p>The United Nations Headquarters in New York houses the Secretariat which carries out the diverse day-to-day work of the United Nations. It services the other principal organs of the United Nations and administers the programs and policies laid down by them.</p> <p>United Nations Office of Legal Affairs provides a unified central legal service for the Secretariat and the principal and other organs of the United Nations and contributes to the progressive development and codification of international public and trade law.</p>
What to expect:	<p>This will depend on your background, the department in which you are assigned and the period during which you will do your internship. Interns are normally requested to undertake tasks in connection with the ongoing projects under the supervision of a legal officer of the respective section/division of the Office of Legal Affairs. In determining the area and substance of the intern's work, due consideration is given to the nature of the projects currently being undertaken in that area and of the purpose of the internship as expressed by the sponsoring institution or the intern. Projects could consist of the following tasks:</p> <ul style="list-style-type: none"> • assistance in drafting and preparing official documents; • attending and summarising conferences and meetings; • document, legal and internet research; • assistance during conferences; • working on web presentation; • evaluation of projects; • compiling statistics; • media analysis; and • speech-writing.
KEY POINTS	
Open to:	<p>Individuals possessing the following:</p> <ul style="list-style-type: none"> • be enrolled in a graduate school program (advanced university degree) or higher; or • have graduated from a university degree program and commence the internship within one year of graduation. • able to obtain the necessary visa and travel to the UN headquarters in New York. • able to cover the costs of travel, accommodation and living expenses of the internship. • able to prove valid medical insurance coverage for the duration of the

	<p>internship and a medical certificate proving good health.</p> <ul style="list-style-type: none"> • fluency in English.
Where:	United Nations Secretariat, New York
Duration:	2 months full time (with possibility for extension).
How to apply:	<ul style="list-style-type: none"> • Visit http://careers.un.org • Go to 'Apply online' at the bottom left of the Internship Job Opening, submit a description of how your experience, qualifications and competencies match the position for which you are applying (cover letter, 3900 characters), answer all five questions you will be asked, certify that all your replies are correct by checking the box and click 'submit'.
Application deadline:	There are no longer fixed sessions for internships. Departments post openings for different occupational groups throughout the year, as and when available. Deadlines will vary depending on the needs of a department.
Remuneration:	None.
Website:	<p>Website: http://www.un.org/en/</p> <p>Internship Website: http://www.un.org/Depts/OHRM/sds/internsh/index.htm</p>

United Nations Office of Nairobi and other Headquartered Organisations in Nairobi:

a. Human Settlements Programme (UN-HABITAT)

b. Office at Nairobi (UNON)

c. Environment Programme (UNEP)

Position:	Internship
About the organisation:	<p>The UNON headquarters in Africa, was established by the General Assembly in 1996.</p> <p>The office is headed by a Director-General, at the Under-Secretary-General level, who serves as the representative office of the Secretary-General in Nairobi and performs representation and liaison functions with permanent missions, the host-country and other Governments, and intergovernmental and non-governmental organisations in Nairobi, as well as other organisations of the UN system in Kenya; facilitates cooperation between the UN and regional organisations; provides administrative and other support services to UNEP and UN-Habitat; provides joint and common services to other organisations of the UN system in Kenya, as applicable; and manages and implements the programs of administration, conference services and public information and provides security and safety services for UN staff and facilities in the UNON.</p>
What to expect:	<p>Duties include:</p> <p>Interns are normally assigned work that is desk-based and may include, but not limited to:</p> <ul style="list-style-type: none"> • Project formulation, monitoring and/or evaluation; • Research and preparation of papers/reports; • Preparing work for, and participation in, intergovernmental meetings; • Webpage/Database design and maintenance; • Fund-raising; and • Liaison with partners.
Additional:	<p>There are two working languages, English and French. Interns in Nairobi are expected to be fluent in at least one of the two working languages.</p> <p>The objectives of the internship are:</p> <ul style="list-style-type: none"> • To provide current students with important practical experience which complements their field of study, which at the same time will be of benefit to the UN offices to which the intern is assigned. • To promote among the students a better understanding of major global problems confronting the world and to give them an insight into how the UN attempts to find solutions to these problems. • To expose the students to the UN and its policies and programmes and have them become ambassadors of good will.

	<ul style="list-style-type: none"> To enable students from all parts of the world to exchange information during and after the internship so as to appreciate cultural diversity amongst different peoples and have them become ambassadors of peace and good will.
KEY POINTS	
Open to:	<p>Eligibility Criteria</p> <p>Due to the large number of applicants and the limited number of places available per year, applicants are strongly advised to note the following minimum eligibility criteria for an internship at UN-HABITAT, UNEP, and UNON administered by the staff development and training unit (SDTU).</p> <p>If all of the requirements are not met, your application will not be processed.</p> <p>The Applicant must at the time of application meet one of the following requirements:</p> <ul style="list-style-type: none"> (a) Be enrolled in a graduate school (second university degree or equivalent, or higher); (b) Be enrolled in the final academic year of a first university degree (minimum Bachelor's level or equivalent); (c) Have graduated with a university degree (as defined in (a) above); and (d) if selected, must commence the internship within a one-year period of graduation. <p>Please note successful registration does not guarantee placement.</p>
Where:	UNEP, UN-HABITAT and UNON offices are located in Nairobi, Kenya.
Duration:	Internship programs are for a minimum of two and a maximum of six months.
How to apply:	<p>Visit the following website and follow the links:</p> <p>http://www.unon.org/content/internship-programme</p> <p>Application Process</p> <p>All internship vacancies will be posted in the United Nations Careers Portals. To view and apply for any of the open internship vacancies, log onto the United Nations Careers Portal https://careers.un.org/lbw/Home.aspx. Note that due to a large volume of applicants, only short-listed candidates will be contacted.</p> <p>Important note:</p> <p>You must</p> <ul style="list-style-type: none"> • Upload with your online application, a proof of enrolment stating that you are currently enrolled in a course of study and your expected date of graduation and if you have graduated, a certified copy of your degree. • Please ensure that an official letterhead or an official seal is used for

	<p>the proof of enrolment. Candidates are advised that their online applications will not be processed without proper and adequate endorsement.</p> <ul style="list-style-type: none"> • Note: Before applying for internships, you should visit the websites of the various divisions of interest in order to have an overview of what activities they deal with and, if they are related to the degree courses you are studying.
Application deadline:	Please visit the website for the latest and updated application deadlines.
Remuneration:	Interns are not paid.
Website:	<p>Website: http://www.unon.org/</p> <p>Internship Website: http://www.unon.org/content/internship-programme</p>

UN Women

Position:	Intern
About the organisation:	<p>UN Women is the United Nations Entity for Gender Equality and the Empowerment of Women.</p> <p>The main roles of UN Women are:</p> <ul style="list-style-type: none"> • To support inter-governmental bodies, such as the Commission on the Status of Women, in their formulation of policies, global standards and norms. • To help member states to implement these standards, standing ready to provide suitable technical and financial support to those countries that request it, and to forge effective partnerships with civil society. • To hold the UN system accountable for its own commitments on gender equality, including regular monitoring of system-wide progress.
What to expect:	<p>The UN Women Internship Programme is designed to complement women's development-oriented studies with practical experience in various aspects of multilateral technical cooperation, but also complements other international studies, including law.</p> <p>Internship assignments vary greatly in terms of content and length. They may have a country-specific, regional, sectoral, or thematic focus. However, interns are normally involved in some aspect of the design, implementation and evaluation of UN Women-supported projects. Every attempt is made to match the interests of the intern with the needs of the organisation.</p>
KEY POINTS	
Open to:	Applicants for the internship must be enrolled in a graduate level degree during the Internship. Only those students who will return to their studies upon completion of their internship assignments will be eligible. The students must be Master or Doctorate students, not undergraduates. The only exception for undergraduates is if they are enrolled in a Masters degree.
Where:	New York
Duration:	The internship can be for a maximum of 6 months or a minimum of 6 weeks.
How to apply:	<p>Intern applicants for internship must do the following:</p> <ul style="list-style-type: none"> • Send the application form and any supporting documentation to intern.applications@unwomen.org • The cover letter should state exact dates of availability and the main focus/interests. Applicants for internships in our Regional Offices should be sent directly to those offices (located at http://www.unwomen.org/en/about-us/contact-us/).
Application deadline:	Typically, there is no vacancy listing or deadline for the Internship. Applications are reviewed by UN Women as the need arises.

	There is no deadline for applications, however applications should be received at least three months prior to the anticipated internship.
Remuneration:	UN Women does not pay for internships. The costs associated with internships must be borne by the nominating institution, related institution or government, which may provide the required financial assistance to its students, or by the student, who will have to obtain financing for subsistence and make his or her own arrangements for travel, accommodation, etc.
Website:	Website: http://www.unwomen.org Internship Website: http://www.unwomen.org/en/about-us/employment/internship-programme

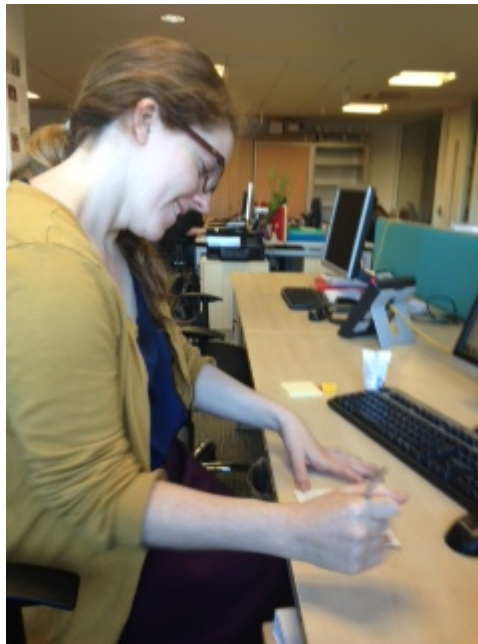
THE LAW SOCIETY OF NEW SOUTH WALES
youngLAWYERS

OTHER INTERNATIONAL INTERNSHIPS



NSW YOUNG LAWYERS
**INTERNATIONAL
LAW COMMITTEE**

Intern Profile: Penny Marles



1. Please give us a short bio of yourself.

I am a Juris Doctor law student at UNSW with a public policy background.

2. Where did you undertake the internship?

René Cassin, a human rights organisation in London.

3. How did you apply for the internship?

UNSW does have a formal internship program with René Cassin but, as I was looking to intern outside of the normal period, I approached the organisation directly and arranged the internship through them.

4. What education / work experience did you have before you took the internship?

I have a BA(Hons) in political science and international relations and about four year's government experience in addition to some previous NGO experience.

5. What responsibilities did you have during the internship?

I took main carriage of the organisation's campaign targeting discrimination against Romany Gypsies, Irish Travellers and Roma in the UK and Europe. This involved research into potential areas of law and government policy to target, including the planning framework and health system, and writing policy papers in support of my findings. I also worked with stakeholder groups to refine the strategies.

In addition, I had responsibility for the organisation's submission to the UK's Mid-term report in its Universal Periodic Review.

6. What did you learn during the internship?

I learned a lot about the international human rights system, including the United Nation's Human Rights Council and the European Convention on Human Rights, and how these operate. I also learned about the organisation's other human rights areas including asylum and detention, modern slavery and trafficking, and genocide in the Sudan.

7. What was the most memorable experience in your internship?

I had the opportunity to represent the organisation at a number of really interesting and high level meetings where I heard from and spoke to inspiring individuals, including at the UN Association, the UK's Equality and Human Rights Commission, and an all-party parliamentary group discussing the treatment of Roma in the Czech Republic.

8. Any advice you have for prospective interns?

Gain some familiarity with human rights issues in Europe first to really hit the ground running and put your hand up for every opportunity to maximise your time there and the diverse opportunities that the organisation offers.

Amnesty International

Position:	Internship
About the organisation:	<p>Amnesty International is a global movement of over 4.6 million people committed to defending those who are denied justice or freedom.</p> <p>Amnesty International works with different areas of justice including:</p> <ul style="list-style-type: none"> • Indigenous rights • Refugees • Weapons and rights • Torture • Violence against women • Ending the death penalty • Countries in crisis
What to expect:	<p>Amnesty International offers a variety of internships on a rolling basis in the following areas:</p> <ul style="list-style-type: none"> • Media and Public relations • Finance • Community campaigns • Administration <p>Internship examples are:</p> <ul style="list-style-type: none"> • Refugee casework internship • Activist internship • NSW community organising internship
KEY POINTS	
Open to:	Tertiary students
Where:	Australia, however, locations differ depending on the specific internship.
Duration:	Changes depending on the specific internship. Please see website.
How to apply:	<p>When positions are available they will be advertised on the Amnesty International internships page.</p> <p>Interested applicants need to apply to the selection criteria listed in the advertisement and attach an updated CV demonstrating any relevant experience they may have.</p> <p>Please see website and apply for the specific internship you are interested in.</p>
Application	Not specified. Please see website for specific internships.

deadline:	
Remuneration:	No remuneration.
Website:	Website: http://www.amnesty.org.au/ Internship Website: http://www.amnesty.org.au/get-involved/internships/

British American Security Information Council (BASIC)

Position:	Internship
About the organisation:	BASIC seeks to engage diverse perspectives and broaden the scope of the discussion to find ways past existing frustrations. BASIC has 27 years of experience building an extensive and diverse network across Europe, the US and the Middle East and has a reputation for non-partisan, non-judgmental engagement and for seeking common ground, in the interests of nuclear disarmament.
What to expect:	<p>BASIC's London and Washington interns will gain an understanding of many of the current issues affecting security; familiarity with the arms control communities in Europe and the United States; an understanding of employment opportunities in the field; a first-hand view of how a small think tank influences international media coverage and national policy formulation; and exposure to the challenges and responsibilities of international networking.</p> <p>Duties:</p> <p>Interns will research fact sheets and reports; help to organise conferences and events; and prepare news updates. They are also expected to attend hearings and briefings; monitor arms control meetings and news websites; and perform various administrative tasks.</p>
KEY POINTS	
Open to:	Applicants must have a working visa for England.
Where:	London, England
Duration:	Interns are asked to commit to working at least 3 days per week for 3 months.
How to apply:	<p>Applications are considered as and when a place becomes vacant, so please apply well in advance. Please note that we will keep applications on file and then review them at the time that we start the selection process.</p> <p>Application requirements include</p> <ol style="list-style-type: none"> 1. a cover letter, which should state: <ul style="list-style-type: none"> • when you are available and how many days a week you wish to work • why you are interested in working at BASIC; 2. your CV/resume; 3. a recent writing sample (1,500 - 2,000 words); 4. and two academic references from former or current professors and/or employers.
Application deadline:	Applications accepted on a rolling basis for London.

Remuneration:	Not specified.
Website:	Website: http://www.basicint.org/ Internship Website: http://www.basicint.org/about/jobs

International Court of Justice (ICJ)

Position:	Internship at The Registry
About the organisation:	<p>The Registry is the permanent administrative organ of the ICJ. It is accountable to the ICJ alone. It is headed by a Registrar, assisted by a Deputy-Registrar.</p> <p>Since the ICJ is both a court of justice and an international organ, the Registry's tasks are not only those of a service helping in the administration of justice - with sovereign States as litigants - but also those of a secretariat of an international commission. Its activities are both judicial and diplomatic, as well as administrative.</p> <p>The Registry consists of three Departments including Legal Matters; Linguistic Matters; Information.</p>
What to expect:	<p>The internship is an opportunity to put your knowledge and experience into practice, while performing certain tasks for the ICJ under the supervision of Registry officials.</p> <p>Placements are, however, possible in all departments and divisions of the Registry.</p> <p>The working languages of the ICJ are English and French.</p>
KEY POINTS	
Open to:	<p>Students and young professionals who are in the early stages of their careers.</p> <p>Applicants must meet the immigration and visa requirements and must organise their visa personally.</p>
Where:	The Hauge, the Netherlands
Duration:	One to three months.
How to apply:	<p>Apply online by filling out the application form at:</p> <p>http://www.icj-cij.org/registry/internships.php?init=true</p> <p>All applications will be given careful attention. However, owing to their large number, the ICJ will not reply to telephone, email or fax enquiries.</p> <p>Should you receive no reaction from the ICJ within eight months, please consider that your candidacy has been rejected. You may, however, submit a new application.</p>
Application deadline:	Not specified, please see website for details.
Remuneration:	No remuneration.
Website:	<p>Website: http://www.icj-cij.org/court/index.php?p1=1</p> <p>Internship Website: http://www.icj-cij.org/registry/index.php?p1=2&p2=6</p>

International Criminal Court (ICC)

Position:	Internship
About the organisation:	The ICC, governed by the Rome Statute, is the first permanent, treaty based, international criminal court established to help end impunity for the perpetrators of the most serious crimes of concern to the international community.
What to expect:	<p>The ICC offers internships to highly motivated young professionals with good academic qualifications who are in the early stages of their careers.</p> <p>The internship is a practical educational experience whereby interns principally assist the staff of the ICC in discharging their duties. Under supervision, interns are assigned projects and tasks that are relevant to their educational background and interests and provide them with the opportunity to put into practice and further develop their theoretical knowledge.</p> <p>The work will generally be comparable to the work of the upper general service category or junior professional level.</p>
KEY POINTS	
Open to:	<p>All candidates must have a degree from or be in the final stages of their studies at a recognised university. Candidates should have a very good record of academic performance and fluent in English or French.</p> <p>Non-EU citizens can apply.</p> <p>Normally, non-EU citizens require a letter of invitation from the ICC for the Dutch consulate in their country of residence, in which reference is made to the period of time for which the visa applicant will join the ICC as an intern or visiting professional and that proof of emergency health insurance is provided (if applicable). Upon arrival in The Netherlands, interns and visiting professionals of non-Dutch nationality will be required, with the assistance of the Protocol Unit of the ICC, to apply for an identity card.</p> <p>At the time of application interns should not be older than 35 years.</p>
Where:	The Hague, The Netherlands
Duration:	Interns are expected to be available to work full time for a period of between three and six months.
How to apply:	<p>All applicants to the internship are required to submit a completed application form and supporting documents as detailed in the links below. Applications that are not submitted in accordance with these requirements shall be regarded as incomplete and may not be considered for the internship.</p> <p>The Internship Application Form can be found at the following link with further details of what to include:</p> <p>http://www.icc-cpi.int/en_menus/icc/recruitment/internships%20and%20visiting%20professionals/application%20procedure/Pages/requirements%20for%20applications.aspx#IVF</p>

	<p>All applications can be sent to the following address by regular mail.</p> <p>International Criminal Court Internship and Visiting Professional Programme Post Office Box 19519 2500 CM The Hague The Netherlands</p> <p>Or Applications can be sent by facsimile to the following number +31 (0)70 515 8558</p> <p>Or Applications can also be sent in electronic format to the following address: internship-visitingprofessionalprogramme@icc-cpi.int</p> <p>Due to the volume of applications received only successful applicants will be contacted by the ICC. Candidates should not contact the ICC to establish the status of their applications.</p>
Application deadline:	<p>Previous year deadlines have been:</p> <ul style="list-style-type: none"> • 1st November for Term 1 • 1st May for Term 2 <p>Please refer to the website for any updates.</p>
Remuneration:	<p>The ICC is not able to provide participants in the internship with remuneration, nor is it possible to provide any reimbursement for any expenses incurred during the internship.</p> <p>Note that interns are responsible for finding their own accommodation.</p>
Website:	<p>Website: http://www.icc-cpi.int/Pages/default.aspx</p> <p>Internship Website: http://www.icc-cpi.int/en_menus/icc/recruitment/internships%20and%20visiting%20professionals/Pages/the%20internships%20and%20visiting%20professionals%20programme.aspx</p>

International Institute for the Unification of Private Law (UNIDROIT)

Position:	Internship
About the organisation:	<p>UNIDROIT is an independent intergovernmental organisation with its seat in the Villa Aldobrandini in Rome.</p> <p>Its purpose is to study needs and methods for modernising, harmonising and coordinating private and in particular commercial law as between States and groups of States and to formulate uniform law instruments, principles and rules to achieve those objectives.</p>
What to expect:	Each year, UNIDROIT welcomes a limited number of interns to participate in the work of the Secretariat on one of the subjects (including non-legislative activities, in particular the data base UNILEX) on UNIDROIT's current work, or on work associated with other UNIDROIT instruments. Interns will be generally expected to conduct research on specific aspects of the subject chosen/assigned and/or to prepare concept notes.
KEY POINTS	
Open to:	<p>Interns must have a law degree (preferably postgraduate) or in any case be at least in their final year of law school.</p> <p>Interns may also spend part of their time carrying out personal research.</p> <p>Applicants must have good written and oral English skills.</p>
Where:	Rome, Italy
Duration:	Two (exceptionally three) consecutive months (excluding the month of August).
How to apply:	Individual applications (curriculum vitae and a letter of intent) should be sent to Ms Laura Tikanvaara: l.tikanvaara@unidroit.org
Application deadline:	Not specified. Please see website.
Remuneration:	No remuneration.
Website:	<p>Website: http://www.unidroit.org/</p> <p>Internship Website: http://www.unidroit.org/internships-secondments</p>

Migration Policy Institute (MPI)

Position:	Internship
About the organisation:	<p>The MPI is an independent, non-partisan, non-profit think tank dedicated to the study of migration worldwide. Based in Washington, DC, MPI works closely with policymakers, researchers, and practitioners to analyse, develop, and evaluate migration and refugee policies at the local, state, national, and international level.</p> <p>MPI's internship program has trained more than 140 future global migration scholars and policy analysts. Publication opportunities are available to interns, and over half of MPI's interns are now published authors in the field of migration. We offer research and editorial/communications internships.</p>
What to expect:	<p>Duties include:</p> <ul style="list-style-type: none"> • Contribute to overall MPI research efforts, including through independent quantitative and/or qualitative research and policy analysis; • Write paper drafts and prepare literature summaries; • Assist in the production and dissemination of MPI publications; • Update and create new online tools on the MPI Data Hub; • Provide administrative support to MPI on migration-related events; • Attend and summarise congressional hearings and other relevant public and private events for MPI staff; and • Assist with partial coverage of the reception desk and other light administrative tasks.
KEY POINTS	
Open to:	You need not be a U.S. citizen to apply; however, all applicants must be authorised to work in the United States before your internship begins.
Where:	Washington DC, USA
Duration:	Available on a full and part time basis.
How to apply:	<p>Interested applicants should send to internship@migrationpolicy.org the following materials:</p> <ul style="list-style-type: none"> • CV/Resume; • Cover letter describing your interest in migration and/or public policy issues (please also include the MPI program area(s) you are interested in and the approximate dates you are available to start and finish); • A writing sample that showcases your ability to write clearly and analytically (up to five pages); and • A transcript (either official or unofficial) from colleges/universities that you have attended that shows classes you have taken along with

	<p>class grades.</p> <p>Electronic submissions are strongly preferred. However, hard copies can be mailed to:</p> <p>Director of MPI's Internship Program Migration Policy Institute 1400 16th Street, NW, Suite 300 Washington, DC 20036</p> <p>For additional information, you may contact internship@migrationpolicy.org. Please submit one application but indicate the desired internship(s) and, if applicable, program area(s) in the subject line. Due to the large number of applicants, only those being considered for the position will be contacted. No phone calls please.</p>
Application deadline:	<ul style="list-style-type: none"> • November 1 - for Northern Hemisphere Spring Semester • March 1 - for Northern Hemisphere Summer Semester • July 1 - for Northern Hemisphere Autumn Semester
Remuneration:	Not specified.
Website:	<p>Website: http://www.migrationpolicy.org/</p> <p>Internship Website: http://www.migrationpolicy.org/about/internships</p>

René Cassin internship

Position:	Legal and Policy Intern
About the organisation:	<p>René Cassin is a UN accredited human rights organisation that works to promote and protect universal human rights, drawing on Jewish experience and values.</p> <p>It is a non-religious organisation that uses its unique platform to effectively advocate for human rights within the UK, Europe and the United Nations.</p> <p>René Cassin human rights campaign areas include:</p> <ul style="list-style-type: none"> • Asylum and detention • Discrimination against Romany Gypsies and Irish Travellers • Genocide in the Sudan • Protecting the UK's Human Rights Act • Modern Slavery and Trafficking
What to expect:	<p>René Cassin is a small organisation and as such interns are given a lot of responsibility and the opportunity to really engage in their work.</p> <p>Internship descriptions vary but may include desk research, drafting documents, assisting with event planning, communications and PR, data analysis, liaising with current and prospective donors, developing educational resources and programs and engaging in advocacy efforts.</p>
Additional:	<p>René Cassin was named after M. René Cassin, a French Jew and Nobel Laureate who was one of the principal co-drafters of the Universal Declaration of Human Rights (UDHR). The organisation is actually the successor to the organisation founded by M. Cassin after drafting the UDHR.</p>
KEY POINTS	
Open to:	Tertiary students, recent graduates.
Where:	West Hampstead, London, UK
Duration:	Preferably a minimum of 2 months.
How to apply:	Email a cover letter and CV to : info@Renécassin.org
Application deadline:	Ongoing – please send cover letter and CV to email address provided.
Remuneration:	Unpaid but academic credit may be available.
Website:	<p>Website: www.renécassin.org</p> <p>Internship Website: www.Renécassin.org/downloads/law_policy_intern.pdf</p>



VISIT **YOUNGLAWYERS.COM.AU**

NSW Young Lawyers, 170 Phillip Street, Sydney NSW 2000, DX 362 Sydney
T: 02 9926 0182 | F: 02 9926 0282 | E: ylgeneral@lawsociety.com.au