



## JOB DESCRIPTION

**Position Title:** IUCN CEC Program intern (Unpaid)

**Status:** Full/Part time

**Office:** New York, New York

### Project Background

PCI Media Impact and IUCN CEC seek an undergraduate student, graduate student, or recent graduate interested in supporting program management within the IUCN CEC. The IUCN CEC Program Intern will support the CEO, in his new role as the elected Chair of IUCN's Commission on Education and Communication (CEC). Successful candidates will be creative and passionate, with strong writing and project management skills and an interest in finding innovative approaches to communicating conservation messages. We expect interns to join us for at least three months, and work three to four days a week.

### About PCI Media Impact and IUCN CEC

[PCI Media Impact](#) is a fast-growing, high impact NGO with a mission to empower communities worldwide to inspire positive social and environmental change through storytelling and creative communication. Together with our partners around the world, over the last 30 years we have produced more than 5,000 episodes of 100 television and radio productions, reaching more than one billion people in over 50 countries. Our internationally acclaimed, award-winning campaigns include compelling narratives and unforgettable characters that provide vital information and that change attitudes and behavior on critical social, health and environmental issues. The power of broadcast media and world-class storytelling have proved to be a winning combination for PCI Media Impact in Asia, Africa, Caribbean and the Americas.

The [International Union for Conservation of Nature](#) (IUCN) is an international organization uniquely composed of both government and civil society organizations. It provides public, private and non-governmental organizations with the knowledge and tools that enable human progress, economic development and nature conservation to take place together. Created in 1948, IUCN has evolved into the world's largest and most diverse environmental network. It harnesses the experience, resources and reach of its 1,300 Member organizations and the input of some 16,000 experts. IUCN is the global authority on the status of the natural world and the measures needed to safeguard it. Their experts are organized into six commissions dedicated to species survival, environmental law, protected areas, social and economic policy, ecosystem management, and education and communication. The CEC

[\(Commission on Education and Communication\)](#) is one of the oldest commissions within the Union. CEC drives change for the co-creation of sustainable solutions by leading communication, learning and knowledge management in IUCN and the wider conservation community.

### **Job Description:**

Under the direct supervision of the Chair for the IUCN Commission on Education and Communication, you will support the work the Chair is leading in the field of communication and education within IUCN. This will include activities such as support staff in the recently launched [#NatureForAll](#) movement and in other capacity building efforts. You will get an opportunity to be part of the design phase of the [recently launched program](#), partnership tasks, communication activities, the organization of workshops towards upcoming CBD COP 12 (Cancun, Mexico), as well as a range of administrative activities. In addition, you will gain first-hand experience in running a non-profit and to deal with multiple activities in the fast-paced work environment of PCI Media Impact. Other learning opportunities include getting involved in implementing behavior change programs, writing reports, attending topic meetings and training in project management and website portals.

This assignment will include the following responsibilities:

- Assist in researching a variety of topics for concept notes, program proposals and reports
- Support in defining the structure to build a Community of Practice for #NatureForAll and for CEC's regional/thematic working groups
- Assist staff with Program activities
- Facilitate updating the CEC activities in the IUCN CEC website and feeding social media with updates, news and information about CEC's projects and activities
- Support the Program Officer in the conception and drafting of its Communication strategy
- Help organizing and disseminating the Commission's planned events
- Undertake any other task/emerging issues at the request of the Program Officer to ensure the effective implementation of the program
- Provide administrative support

### **Requirements:**

- A motivated undergraduate, graduate or recent graduate with a background in environmental studies, sustainability science (or any other discipline that is relevant to nature conservation) or economics, communication, anthropology, policy or development-oriented field
- Ability to work independently and on multiple tasks simultaneously
- Ability to meet tight deadlines without compromising the quality of outputs

- Must be detail-oriented and have good organizational skills
- Excellent communication and writing skills
- Strong MS Office skills and good experience with social media is an asset
- Interest in Sustainable Development/ Conservation issues/ Behavior Change Communications would be useful

**To Apply:**

Applicants are requested to send a resume along with a cover letter. Please send these applications to [jobs@mediainpact.org](mailto:jobs@mediainpact.org) with the subject line citing the position you are applying for: **IUCN CEC Program intern**.