

A close-up, profile view of a leopard resting on a large, textured rock. The leopard's fur is a mix of tan and black, with distinct dark spots and stripes. Its eyes are partially closed, and its long, white whiskers are prominent. The background is a soft-focus green, suggesting a natural, outdoor environment with trees and foliage.

WCMC

Nature Indicators Internship - Policy Team
Fixed Term Contract
Application Pack



ABOUT WCMC

WCMC (World Conservation Monitoring Centre) is a global centre of excellence on biodiversity and nature's contribution to society and the economy.

We work at the interface of science, policy, and practice to tackle the global crisis facing nature and support the transition to a sustainable future for people and the planet.

Our cutting-edge science, data and insights inform policy and business decisions worldwide.

Achieving the vision of a world living in harmony with nature by 2050 will require transformative and systemic change across all sectors. We bring together and support governments, businesses, research bodies, and more to put nature at the heart of decision-making.

"We are entering a make or break decade for nature with WCMC set to play a pivotal role in ensuring humanity finally begins to reverse the catastrophic loss of biodiversity globally."

Jonny Hughes, CEO of WCMC



ABOUT THE TEAM

The WCMC Policy Team is a dynamic group of experts providing enabling and foundational support to the Centre's work and impact. For over 40 years, UNEP-WCMC has worked with partners to ensure the world is equipped with trusted science, data and knowledge and the capacity and policy advice to use this for better decision-making.

The Policy team plays a central role in ensuring the work of the Centre is relevant and impactful for international and national policy processes. We support the CBD and other intergovernmental conventions and processes, including identifying opportunities for increased cooperation. We provide authoritative information on biodiversity indicators to decision-makers in international organisations and processes, national governments, business, and other stakeholders.

We support decision-makers in assessing biodiversity and ecosystems services and their contributions to society and human well-being. We also work with partners to promote equitable and ethical approaches to biodiversity policy and governance. We work as one organisation. So, while our projects, partnerships and collaborations form the basis of the Policy team's focal initiatives, they are delivered across the whole Centre.



ABOUT THE ROLE

Internship Description

The Policy Innovation Area is key for ensuring that the Centre's work is relevant and impactful for international and national policy processes. The team supports national governments, businesses, and other decision-makers to assess biodiversity and ecosystem services and their contributions to people.

The nature indicators focal initiative supports intergovernmental processes in developing and using biodiversity indicators, building capacity for their adoption, and promoting their effective use by businesses and at national and subnational levels, including cities. The focal initiative is host to the Secretariat to the Biodiversity Indicators Partnership (BIP), a global initiative to promote and coordinate the development and delivery of biodiversity indicators.

This internship will provide the successful applicant with experience on synthesising, analysing and communicating information on nature-related indicators. They will assist the team and the Biodiversity Indicator Partnership in their work to support the Secretariat to the Convention on Biological Diversity and the development of the post-2020 global biodiversity framework, ahead of the fifteenth meeting of the Conference of the Parties to the Convention on Biological Diversity (COP 15).

Learning Objectives

- Understand the strategy, structure, operating procedures, systems, culture and values of a typical conservation organisation.
- Understand biodiversity practices in an organisational setting.
- Understand the roles of colleagues within the programme as well as the internship role to ensure effective team working.
- Improve knowledge and data to support biodiversity-related policy.
- Develop an understanding of nature-related indicators with respect to monitoring implementation of international policy goals, such as the post-2020 global biodiversity framework.
- Produce outputs that will inform the ongoing discussions on the post-2020 global biodiversity framework for decision makers and policy audiences.
- Gain knowledge about the objectives, structure, partners and indicators of the Biodiversity Indicators Partnership.
- Improve knowledge and skills concerning data collation and management.
- Gain experience in supporting the flow of information to and from key partners for UNEP-WCMC.
- Gain experience of working in a project led environment and strengthen time management skills in order to ensure tasks are delivered to deadlines.
- Develop self-awareness to learn how to recognise when more technical knowledge is required as well as how to gain it and check its reliability.

Duties and Responsibilities

- Contribute to the development and maintenance of a large database on the means to measure policy implementation.
- Data entry into the relevant databases accurately, following quality assurance procedures.
- Assist the team in collating, editing and preparing information to be uploaded onto the relevant websites and outputs to inform decision making, particularly in relation to the development of the post-2020 global biodiversity framework.
- Support communications with external partners, scientists, NGOs, and academics.
- Assist in the organisation and delivery of webinars or project events supporting the lead up to COP 15.
- Support the with other tasks and duties related to biodiversity indicators in preparation for COP 15.

Requirements and Qualification

The selected candidate will be an organised and competent individual who has an interest in biodiversity policy and improving the flow of information to better inform global environmental policy. In addition, the person will enjoy ensuring data is policy-relevant, and has an experience in some data management. The candidate will also be someone who feels confident and has skills gained from liaising with external partners. They will be enthusiastic, proactive, flexible, and willing to learn from colleagues. Additionally, they will have the following:

- Bachelor's degree in an appropriate subject, e.g. political sciences, environmental sciences, or other relevant fields;
- Experience in collation and maintenance of datasets, relevant to biodiversity policy for multiple users;
- Interest in Convention of Biological Diversity and monitoring of implementation of the post-2020 global biodiversity framework;
- Attention to detail and strong organisational skills;
- Excellent written and verbal communication skills (in English);
- Ability to work both independently and as part of a team.

Location: The post holder will be expected to locate within commuting distance of our main offices in Cambridge, UK. This role is not suitable for sponsorship. This is not a United Nations Post.

OUR OFFER

Job Title: Nature Indicators Internship

Team: Policy Team

Reporting to: Programme Officer

Job Reference: ITN106

Start date: As soon as possible/appointed.

Salary: GBP 9.50 per hour

Contract: Temporary, fixed term contract for 12 weeks, 37 hours per week (full time)

Location: The post holder will be expected to locate within commuting distance of our main offices in Cambridge, UK. This role is not suitable for sponsorship.

This is not a United Nations Post. This position is with the charity WCMC, working in collaboration with UNEP.

As a minimum we aim to match market rates for the conservation charity sector in Cambridge and invest a lot of effort to benchmark our salaries, ensuring that people are rewarded fairly for their role. To add to this, we offer some great benefits - here are the highlights:

- Flexible and family friendly working
- Life assurance against death in service (4X annual salary)
- Extended pay protection for serious illness that exceeds 6 months
- Scheme to buy (or sell) additional annual leave
- Cycle to work Scheme
- Fantastic shared social space and kitchen facilities
- Employee assistance programme and bereavement line to offer help and advice to staff and their families
- Brilliant Social committee that help to keep things fun!
- Caring Staff Liaison Committee
- Focus on environmental sustainability kept in check by our Environment Committee
- Free (proper) tea and coffee!

Training

Our aim is to do our best for every person who works for us, so that they build their skills and knowledge over their career with us, and when they leave they are better placed to move onto the next stage of their career.

You will attend various induction programmes, including what's critical in the first week.

You may also be able to take advantage of:

- Peer-to-Peer learning from our community of experts, taking advantage of the breadth and depth of knowledge and experience across the organisation.
- Internal and external invited speakers, workshops and talks that anyone can join or initiate.

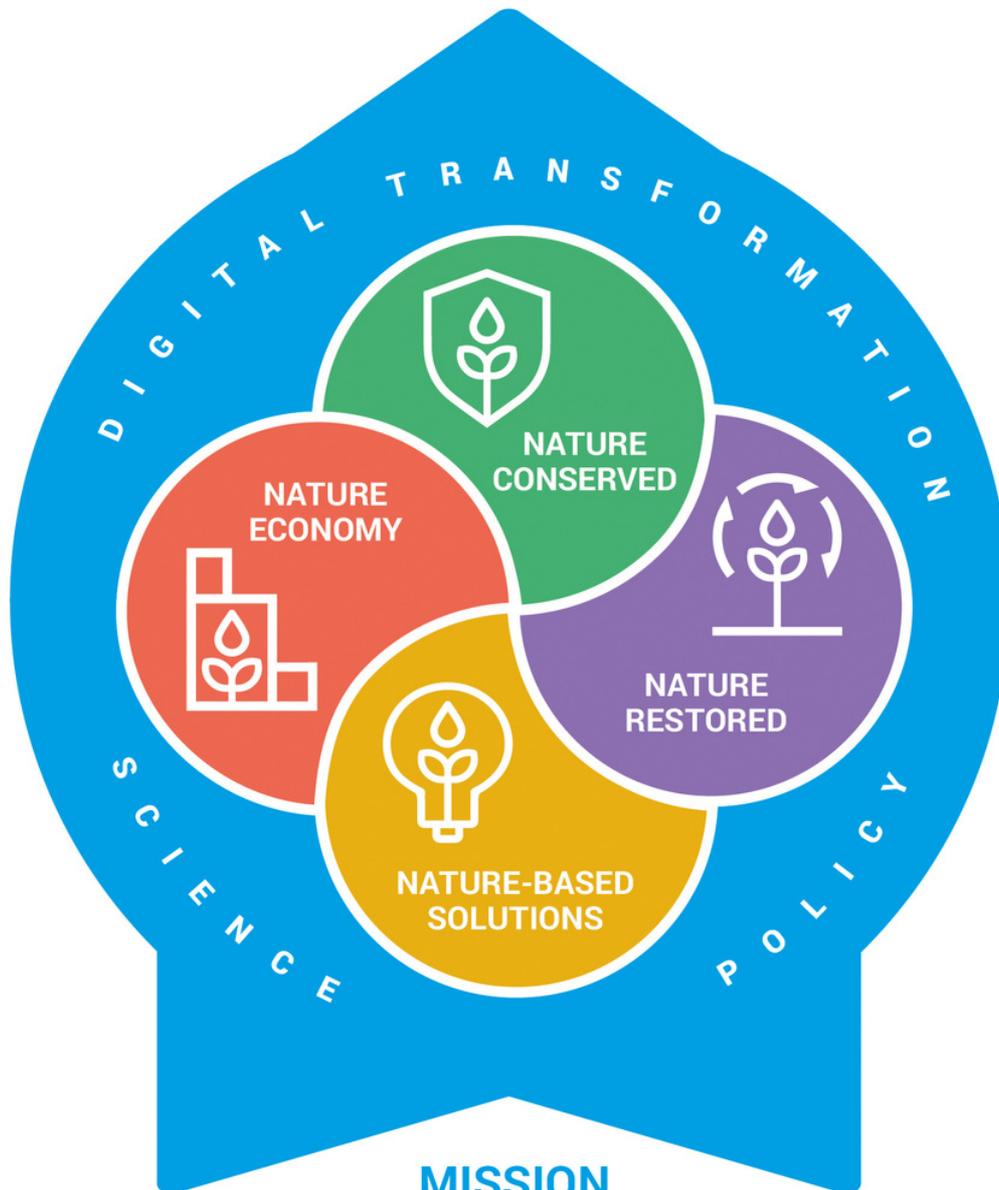
Please note there are training opportunities for longer term employees and that many of our interns have secured longer term roles following successful completion of an internship.

UNEP-WCMC strategy

UNEP-WCMC delivers its strategy through four independent impact areas which are complemented by three cross cutting innovation areas.

VISION 2050

Living in harmony with nature



MISSION

We develop knowledge and capacity for a nature-positive world



The people

We have around 200 amazing people who make up our organisation. We are a really friendly bunch of professionals and do not think a single person has ever left the organisation without saying that it is the people that make the organisation fantastic and how much they will miss them when they leave. We truly do have world class scientists and professionals!



The culture

Our culture is very supportive. There are lots of ups and downs in life, and we want to support our people through the difficult patches, so they can flourish again. We have a free employee assistance line that is available to all employees and their families and offers 6 remote counselling sessions and other advice services.

We have redesigned our kitchen and library to make a fantastic social space where you can have a quiet chat or a loud lunch with your colleagues! We have lots of outdoor space including a wildlife pond, which is a popular area for outdoor meetings and relaxation. We also have tea every Wednesday afternoon, with locally homemade cakes and catch up with everyone and everything that is going on in the Centre.

We are affiliated with Cambridge University, and have rooms in the David Attenborough Building that we can use when we wish. UNEP-WCMC is also a member of the Cambridge Conservation Initiative and we often collaborate with our CCI colleagues in our work.

WCMC attaches great importance to addressing safeguarding and ethical considerations in all activities carried out by its staff, including where partner organisations or individuals are part of the delivery of our work. This includes children and vulnerable adults in the community who may be vulnerable to abuse. WCMC acts with integrity, is transparent and expects applicants to share the same values.



Diversity

We really take our diversity seriously, as we operate globally and need to have the people perspectives within the organisation, to fully understand our clients and partners that we work with. Our aim following the introduction of the points based immigration system was to increase our diversity not only in our range of nationalities, but in all protected characteristics (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex).

We have a sponsorship licence and always take the best candidate for the role from a whole range of applicants and offer sponsorship to those that require it. We have people that have worked for us for more than 30 years, and our fantastic internships often attract the best and brightest graduates.

HOW TO APPLY

If you are looking for a rewarding and motivating internship where you can help shape this exciting field, we want to hear from you.

Please send your [2 page CV](#) and a [cover letter](#) through this [link](#). Please note that application forms and personal detail forms are not required.

We screen candidates based on skills and experience and not their personal details. **Please do not include a photograph on your CV, and note that any applications which include a photograph may be automatically rejected.**

Closing date: 23rd October 2022



WCMC

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www.unep-wcmc.org