

Assignment Title: Intern, Community Development, UNICEF Cambodia: Analysis and Reporting Results of Co Development Activities	
Location:	Phnom Penh, CAMBODIA
Section:	Community Development
Type of Contract:	International Internship
Post Level	Intern
Languages Required:	English
Starting Date: (date when the selected candidate is expected to start)	1 March – 31 August 2018
Expected Duration of Assignment:	6 months
Background	
<p>Organizational Context:</p> <p>UNICEF is the United Nations Children’s Fund, which has more than 10,000 staff members working in 190 countries and territories around the world. Its work is guided by the Universal Declaration of Human Rights and core human rights treaties, especially the Convention on the Rights of the Child and the Convention on the Elimination of All Forms of Discrimination against Women. UNICEF in Cambodia is working to promote and protect the rights of Cambodian children. It works in a diverse range of areas, including health, nutrition, education, water and sanitation, community development, child rights promotion and child protection.</p> <p>Increasingly focused on issues of equity, UNICEF has to be an effective generator of knowledge on the situation of children in Cambodia and on the efficacy of interventions intended to help promote and protect their rights. To support its work on early childhood development, most specifically in the areas of strengthening capacity of local authorities for improved social service delivery to vulnerable women and children in Cambodia, the UNICEF Cambodia Community Development team is looking for an intern to support activities in areas listed under description of duties below.</p>	
Description of Duties	
<p>Under the direct supervision of Community Development Specialist, the intern will support overall co-ordination of programme monitoring and donor reporting. This will include:</p> <ul style="list-style-type: none"> • Manage mobile phone data collection using Magpi which includes; survey formulation/update, and data compilation/analysis • Support implementation of Social Service Implementation Manual’s pre/post capacity assessment of sub-national administration • Assist the development of Community Pre-school Management Guidebook for commune/sangkat • Monitoring and documentation of human interest stories for donor reporting <p>Results/Expected Outputs:</p> <p>It is expected that the intern will contribute to the following outputs:</p> <ul style="list-style-type: none"> • Analytical report of Magpi data on the progress of implementation and reporting • Analytical report on pre and post assessment of SSIM implementation status • Assisted development of Community Pre-school Management Guidebook for Commune/Sangkat • Documented human interest stories/case studies for donor report and other publication 	
Competencies	
<ul style="list-style-type: none"> • Excellent command of English, written and spoken • Excellent communication skills (listening, speaking, writing, observing) • Able to work independently and problem solving oriented. 	

- Strong research and analytical skills
- Computer literate and knowledge of software required for specific tasks (minimum Outlook, Word, Excel, PowerPoint, social media)
- Ability to use own initiative and creatively consider solutions
- Ability to work in a cross- cultural environment
- Commitment and passion for UNICEF's mission

Experience and education requirements

Desirable Experiences:

- Previous experience with development projects for women and children;
- An understanding of international and/or development issues;
- Familiarity with child right principles and the Convention of the Rights of the Child;

Benefits:

This position will allow the successful candidate to:

- Gain understanding and experience in the implementation and assessment of development initiatives;
- Acquire knowledge about programme monitoring and donor reporting
- Participate in the implementation of innovative initiatives to support early childhood development;
- Improve written and oral communications skills
- Learn about UNICEF's work
- Help develop relationships with a network of professionals

Education:

- Enrolment in a graduate/Master's Degree programme in Community Development, M&E, Early Childhood Development, Capacity Development, Governance or a related field

Availability:

- Desired role period 6 months, Mon - Fri (full time- 5 days per week)

Conditions of the Internship:

Interns with UNICEF may be remunerated with a living allowance, depending on the specific conditions. Preferably the costs associated 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 to and from Cambodia, accommodation in Cambodia, visa, etc.