**TERMS OF REFERENCE**

**Innovation Nodes Data Intern**

**Project Title:** Data Analysis and Visualization Intern

**Division:** Office of Innovation  
**Location:** Remote

**Intern Supervisor:** Senior Adviser on Innovation (Nodes & HQ), Innovation Specialist (Nodes)

**Duration of Internship:** 2 months (August 15-October 15)

**Part-time or Full-time:** Part-time internship

**Start Date:** August 15, 2024

**Background**

**For every child...innovate**

UNICEF has a 70-year history of innovating for children. We believe that new approaches, partnerships and technologies that support realizing children’s rights are critical to improving their lives. The Office of Innovation (OOI) is a creative, interactive, and agile team in UNICEF. We sit at a unique intersection, where an organization that works on huge global issues meets the start-up thinking, the technology, and the partners that turn this energy into scalable solutions. OOI cocreates to discover, iterate and scale innovative solutions for every child, everywhere.

[Innovation Nodes](https://www.unicef.org/innovation/innovation-nodes) in OOI carry out the work explicitly called for in UNICEF’s [Global Innovation Strategy](https://www.unicef.org/innovation/GlobalStrategy) to:

“…identify gaps and opportunities and expose unproven approaches and technologies to be explored. Potential solutions will be co-created or discovered through scanning the horizon for new and existing ideas. Research and development will be undertaken to meet clearly defined requirements and gain an understanding of current and future demand."

Innovation Nodes are collaborative spaces that illuminate, probe, reflect and generate novel ideas and research in new and unknown areas of potential innovation for children. Innovation Nodes engage with and learn from cutting edge research, ideas and networks. These are new types of collaborative arrangements that connect/embed UNICEF in locations with a critical gravity of research, development and deep expertise in key new and emerging technologies, approaches and other critical areas of knowledge. Node collaborations are with pioneering pre-eminent organizations with deep expertise and transdisciplinary capabilities and intentionally empower young researchers.

Examples of current work include [second- and third-generation renewable energy](https://www.unicef.org/innovation/innovation-nodes/renewable-energy), [precision health](https://www.unicef.org/innovation/reports/precision-health-emerging-innovations-children-and-adolescents), applied biotechnology such as in [diagnostics](https://www.unicef.org/innovation/innovation-nodes/next-generation-biosensor-diagnostics-vulnerable-women), additive manufacturing, next-generation materials, emerging business models for innovation for sustainable development.

You can be part of the team that works to realize this!

**How you can make a difference**

The **Innovation Node intern** will work directly with and under the supervision of the Senior Adviser on Innovation (HQ & Nodes) and Innovation Specialist (Nodes). They will concentrate on the data management, analysis, and visualization of multi-year indicators for the Innovation Nodes Team.

The purpose of this internship is to complete analysis and generate visualizations that demonstrate the past and current, internal and external, impact of Node collaborations. This internship is ideal for a person who thinks holistically, can create insightful visualizations from various data sets, can simplify complexity, and understands how to effectively visualize data to support understanding, tell a story, and generate interest.

**Main Duties / Responsibilities**

Work with Supervisor and Node team members to:

* + Utilize structured and unstructured data already captured from Node collaborations to develop analysis and visualizations of key performance indicators (KPIs) including:
    - collaboration outputs (Insight Report, Insight Briefs, etc.)
    - internal and external communications (webinars, blogs, etc.)
    - and engagement (views, downloads, citations, etc.)
  + Develop a replicable and sustainable data base of relevant data points, aggregate data, and effective visualizations able to be utilized after the completion of the internship
  + Generate supplementary language/design that encourages understanding of the findings identified in the data analysis

**Expected Deliverables**

* Analysis and visualizations supporting the work of the Nodes team
* A replicable and sustainable data base supportive of continued data management, the analysis of key performance indicators, and visualizations
* Supplementary language that describes findings and supports data analysis and visualizations

**Essential Requirements/Educational Background**

* Be enrolled in an undergraduate or graduate degree programme or have graduated within the past two years in Data Analytics, Data Science, Information Design, or Research, etc.
* Experience in data visualization software (PowerBI, R, Tableau) strongly preferred
* Experience working in an emerging economy/programme country is an asset
* Previous experience creating comprehensive research reports is an asset
* Experience working within the Microsoft Suite of tools e.g. SharePoint, Word, Excel, Powerpoint, Teams etc. is helpful
* Strong self-organizational skills and time management
* The candidate must have good interpersonal skills and be able to collaborate effectively in a diverse work environment.

The candidate must show commitment to the UNICEF core values of **care**, **respect, integrity,** **trust,** **accountability** and **sustainability**. For more information on **UNICEF core values**, click here.

**Languages**

Excellence in both written and spoken English is required and essential.  
Proficiency in any other UN languages is an asset (French, Russian, Arabic, Spanish, Chinese).

**Conditions**

* Age: Interns must be at least 18 years
* Have good academic performance as demonstrated by recent university or institution records.
* Have no immediate relatives (e.g. father, mother, brother, sister) working in any UNICEF office.
* Have no other relatives in the line of authority which the intern will report to.
* Individuals must have proof of medical insurance covering the time and location of their internship.
* Ability to engage in this internship on a full-time basis.
* Individuals are expected to provide their own laptop, access to internet connection and place to work.
* Selected candidates will receive a monthly stipend (unless already in receipt of any support for the internship from a third party).
* Individuals must fund their own living expenses.
* This internship is remote, meaning individuals undertake this work from their chosen location.
* No travel is required.

**Employment:** There is no expectancy of employment at the end of the internship.