

**Assignment Title:** UNICEF Cambodia Public Finance for Children intern

<b>Location:</b>	Phnom Penh, CAMBODIA
<b>Section:</b>	Policy and Public Financing for Children
<b>Type of Contract:</b>	National Internship
<b>Post Level:</b>	Intern (National)
<b>Languages Required:</b>	English, Khmer
<b>Starting Date:</b> (date when the selected candidate is expected to start)	23 October 2023– 22 February 2024
<b>Expected Duration of Assignment:</b>	4 months

### Background

In 2004, the Royal Government of Cambodia officially launched the Public Financial Management Reform Programme. The reform, led by Ministry of Economy and Finance (MEF), adopted platform or phase approach having each platform building upon the other and they are inter-connected. The four phases of reform are: (1) building budget credibility, (2) improved financial accountability, (3) improved budget-policy linkages, and (4) improved performance accountability. The first phase was launched in 2004 and the second phase was launched in 2008. The reform is now at stage or phase 3, improving budget-policy linkages. Based on the budget system reform strategy 2018-2025, the government aims to transform budget system from input based to performance informed budgeting by 2025. To achieve this vision, programme budget was piloted as part of line ministry budget since 2007 and was rolled out to all line ministries starting from ten key ministries in 2015 to thirty-eight line ministries/agencies in 2018.

UNICEF has been an active player in support of rolling out the programme budget formulation and execution and capacity building of the social ministries. More than ten ministries benefited from UNICEF support. The technical support provided targeted toward empowering and improving budget allocation and execution of the programme and interventions addressing children needs. Having programme budget in place allowed UNICEF to clearly identify gaps where interventions should be addressing the multidimensional child poverty. This could be done through analysis of the budget data to inform policy-budget discussion. Budget database is one of the key sources and tools used by UNICEF to influence budget formulation process. UNICEF is looking for an intern to support social policy section in updating budget data (data entry and arrangement) and some analysis.

### Description of Duties

The intern will work under the direct supervision of Social Policy Specialist, Kimsong CHEA, to undertake the following tasks:

- Update and arrange budget data for budget analysis and dissemination within UNICEF and beyond.
- Engage in collecting budget books (economic and programme budget classification) for data entry
- Translate and update programme budget structure and indicators for internal use by UNICEF
- Support with logistic activities for the meetings or trainings involving UNICEF section colleagues, MEF and social ministries
- Participate in meetings/trainings and take note/minutes of the meetings
- Support the identification and writing of human-interest stories

- Support translation of key documents from English to Khmer and from Khmer to English
- Participate in field monitoring work related to citizen engagement in sub-national budget
- Perform other tasks assigned by the supervisor.

### **Experience and education requirements**

- Student who graduated from Bachelor's Degree or in final year of Bachelor Degree or is currently pursuing master's degree in economics, social science, and any other relevant field
- Strong interest in public finance management particularly budget analysis and advocacy
- Use of computer software for data analysis and presentation such as Ms. Excel
- Good proficiency in English and Excellence in Khmer language
- Possess good communication skills and solid analytical skills – strong commitment and passion for UNICEF's mission.

### **The intern should be:**

- Familiar with and understand international and/or economic development issues
- Familiar with multi-cultural environment would be an asset

### **Availability:**

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

### **Conditions of the Internship:**

National interns who are not in receipt of financial support from any sources will be provided by UNICEF with a USD 300 stipend per month during the internship and one-time reimbursement of other costs (insurance) up to USD 100.

UNICEF will cover the cost for field trips if such are needed during the assignment and will also provide a laptop and access to telephone, printer, and other necessary equipment required for the assignment.