Internship offer: International and Adaptation Policy Assistant

About the Ocean & Climate Platform (OCP):
The Ocean & Climate Platform (OCP) is a multi-stakeholder network with more than 100 international members: NGOs, scientific institutes, universities, foundations, public institutions, business associations and local authorities. OCP’s objective is to raise awareness among the public, scientists and political decision-makers of the importance of the interlinkages between Ocean, Climate and Biodiversity.

The intern’s responsibilities will include:

Support to the Sea’ties initiative:
- Assist with the organisation of two regional workshops, by identifying the local stakeholders to be mobilised; helping to draw up the programme; supporting logistical organisation.
- Assist with the organisation and animation of thematic workshops on the use of nature-based solutions at the city-sea interface (e.g., identifying stakeholders).
- Assist with the coordination of advocacy activities and dissemination of the policy Recommendations for coastal cities to adapt to sea level rise.
- Support for updating the Solutions Map.

Support to the Internal Relations team:
- Assist with the coordination of policy activities on the ocean-climate-biodiversity nexus (e.g., updating the 2019 OCP Policy Recommendations).
- Assist with the coordination of mobilisation activities in preparation for the 3rd UN Ocean Conference 2025, including preparatory meeting in June 2024 (Costa Rica).
- Assist with the coordination of mobilisation activities as part of the Marrakech Partnership for Global Climate Action on Ocean & Coastal Zones.
- Assist with the organisation of international meetings, events and workshops.
- Follow-ups of international processes and conferences (e.g., UNFCCC, CBD, UNOC).
- Draft a wide range of information materials (e.g., meeting reports, factsheets, blog articles and policy briefs) and other support documents (e.g., visuals, PowerPoint).
- Conduct independent research on ocean-climate-biodiversity related topics.

Skills and qualifications:
- Excellent command of both English and French (oral and written).
- Excellent writing skills and ability to work with little supervision.
- Strong organisational skills and attention to details.
- Strong knowledge of international environmental affairs and governance.
- Strong research and analysis skills.

Academic background: Be enrolled in a masters’ degree in environmental policy, political science, international relations or equivalent.

Dates: 4 March 2024, for a period of 6 months.
Financial compensation: Legal internship allowance.

To apply: Please send your CV, cover letter and availability to the attention of Marine Lecerf (mlecerf@ocean-climate.org) and Sarah Palazot (spalazot@ocean-climate.org) by 13 December 2023, with the subject line: 03_24_OCP_IR. Applications will be reviewed on a rolling basis. Selected candidates will be invited for an interview.

Candidates are strongly encouraged to learn more about the work conducted by the OCP. All relevant information and publications are available on the website.