**Terms of Reference** 

**Job title: Intern, Sexual and Reproductive Health and Rights (SRHR)**

**Location: UNFPA Kenya Country Office, Block Q, UN Avenue, Gigiri, Nairobi**

**Full/Part-time: Full-time**

**Remote/In person: In person**

**Duration: 6 months**

**The Position:**

Under the direct supervision of the ASRH & Youth Specialist, Kenya Country Office, the intern will support the country team in the areas of Sexual and Reproductive Health and Rights (SRHR), Adolescents and Youth, Family Planning, HIV and AIDS and disability inclusion.

A work-plan with achievements for the duration of the Internship and learning opportunities will be agreed upon. Periodic progress meetings will lead to a beneficial environment for the Intern enhancing her/his skills and capacity in areas related to UNFPA’s mandate.

**About UNFPA and How You Can Make a Difference:**

UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. UNFPA’s strategic plan (2022-2025), reaffirms the relevance of the current strategic direction of UNFPA and focuses on three transformative results: to end preventable maternal deaths; end unmet need for family planning; and end gender-based violence and harmful practices. These results capture our strategic commitments on accelerating progress towards realizing the ICPD and SDGs in the Decade of Action leading up to 2030. Our strategic plan calls upon UN Member States, organizations, and individuals to “build forward better”, while addressing the negative impacts of the COVID-19 pandemic on womens’ and girls’ access to sexual and reproductive health and reproductive rights, recover lost gains and realize our goals.

UNFPA is seeking candidates that transform, inspire and deliver high impact and sustained results. We need interns who are exceptional in how they manage the resources entrusted to them and who commit to deliver excellence in programme results.

**You would be responsible for:**

* Supporting the Country Office in implementing interventions around SRHR, HIV, family planning and adolescents and youth
* Attending workshops and training sessions on different topical areas;
* Reviewing and proofreading programme documents related to SRHR and other UNFPA mandate areas;
* Assisting in preparing concept notes and talking points for programme related interventions
* Assisting in general research and gathering information to support SRHR programming;
* Preparing and reviewing reports of program interventions and documenting meetings
* Supporting logistics and communication in relation to events, seminars and workshops
* Carrying out other duties as may be required from time to time including administrative tasks and joint activities with UN agencies and other partners

**You Have:**

**Your Education:**

Applicants to UNFPA’s internship programme must at the time of application meet one of the following requirements:

1. Be enrolled in a postgraduate degree programme (Masters or equivalent) in Social Sciences, public health, demography or development studies
2. Have recently graduated with a university degree in Social Sciences, public health, demography or development studies (within one-year of graduation);

**Your Experiences:**

* Some experience in working with development agencies, including in volunteer capacity.
* Fluency in English. Knowledge of other languages is an asset.
* Strong analytical and writing skills.
* Initiative, sound judgment and demonstrated ability to work harmoniously with staff members from different national and cultural backgrounds.

# Learning Elements:

Upon completion of the assignment, and depending on its duration, the Intern will gain the following knowledge assets:

1. Increased understanding of UNFPA and its mandate
2. Learn UN technical language, working procedures, and coordination mechanisms
3. Write and formulate substantive documents
4. Network with colleagues in and out of the UN
5. Work experience as a team member in a multicultural setting
6. Increased understanding of SRHR including contextual factors at different levels

**Financial Aspects:**

Interns do not receive a salary or any other form of remuneration from UNFPA. The costs associated with an intern's participation in the programme must be assumed either by the nominating institution, which may provide the required financial assistance to its students, or by the students themselves, who will have to meet living expenses as well as make their own arrangements for accommodation, travel and other requirements. However, they receive a stipend to help cover basic daily expenses related to the internship, if not financially supported by any institution or programme, such as a university, government, foundation, or scholarship programme. The amount of the stipend varies according to the duty station. In addition, applicants must have medical insurance for the duration of the internship. Proof of insurance will need to be submitted before the internship begins. UNFPA does not provide medical insurance for interns.

**How to Apply**

Interested and qualified candidates are encouraged to apply on this link.

[View the external job posting](https://estm.fa.em2.oraclecloud.com/hcmUI/CandidateExperience/en/job/11209)