

# **CCI** Volunteer Internship New York - Job description

# About CCI

As a non-profit organization, CCI develops a transatlantic and international network of Christians and conservatives involved in public policy and influences policy from a Christian perspective. CCI speaks at international organizations such as the UN, EU, AU and OSCE and member states to stand up for a Christian voice worldwide with an extra focus on themes such as life, family and freedom (of religion and education).

## Activities and responsibilities

The activities and responsibilities of an intern typically include a broad range of substantive and administrative research functions, and may depend on the skill set and background of the applicant. Substantive responsibilities can include research and writing of reports, drafting oral or written statements, online monitoring and reporting on meetings at the UN and US Congress, reporting on meetings with diplomats and UN/US officials, fact-checking and taking notes. In addition, other administrative work may be required, such as events support and other office tasks.

#### When?

Applications are accepted on a rolling basis. Internships usually last between 2 to 3, sometimes up to 5 months. For the UN Internship dates should ideally overlap the three annual sessions in the first half of the year of the New York based Commission for Social Development (February), Commission on the Status of Women (March) and Commission on Population and Development (April). Or for the second half of the year: meetings of the Social, Humanitarian & Cultural Issues (Third Committee) (End of September till the beginning of November). Internships at US Congress are not yet open.

## Where?

At the moment CCI does not have an office. Most of the work will therefore take place from home. If possible some meetings can be attended on location at the UN in New York.

#### Requirements

- at least one year of university studies;
- a strong interest in international relations or human rights;
- excellent English writing ability, preferably demonstrated by publications;
- a demonstrable commitment to the CCI mission;

CHRISTIAN COUNCIL INTERNATIONAL Former: Transatlantic Christian Council

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• the ability to work independently in consultation with your manager, to develop initiatives, to work with deadlines, to be flexible and intellectually curious.

#### Compensation

The internship is, in principle, on a voluntary basis. Depending on the budget, a small monthly allowance may be possible.

#### Interested?

If you are interested, please send a letter of application with your CV to E: <u>info@christiancouncilinternational.org</u>

For more information, please contact Henk Jan van Schothorst, E: <u>hjvanschothorst@christiancouncilinternational.org</u> T: +31 6 55838607

