



Internship, Secretariat (remote)

Closing date: 19 October 2022

Location: Remote

Type: Part- or full-time internship (up to 32 hours/week); full-time during annual ICC ASP session in The Hague (5-10 December 2022)

Timeframe: October to minimum December

Reimbursement: Internship-related expenses will be reimbursed

About this role

The Secretariat of the Coalition for the International Criminal Court is seeking an intern to provide support to all areas of the Coalition's work, including advocacy campaigns, communications, supporting civil society access to the annual session of the International Criminal Court Assembly of States Parties (ASP), and connecting our global civil society network. The Coalition is committed to ensuring the successful candidate has a learning experience and gains exposure to the work of a small, dynamic, and multinational team in a non-governmental organization and the broader international justice community.

About Us

The Coalition for the International Criminal Court is the world's largest civil society partnership advancing the global fight against impunity for serious international crimes. We champion a universal, fair, effective, and independent International Criminal Court and effective national proceedings through the broader Rome Statute system. Through Coalition advocacy campaigns and leveraging expertise across our network to support the justice goals of member organizations, we are advancing victims' access to justice and connecting the global movement of justice advocates.

The Coalition is facilitated by its Secretariat and hosted by the Women's Initiatives for Gender Justice. To learn more about us, find us on Twitter @ngos4justice or online, at www.coalitionfortheicc.org.

Main tasks and responsibilities

The intern will assist the Coalition's advocacy, programme, and communications staff through a mix of research and administrative tasks, as well as supporting the Coalition's broad civil society network. Responsibilities may include:

- Assist with the monitoring of political and human rights developments in ICC situation countries, and international justice media monitoring;

- Support with multi-lingual communications and publications, including translations (English, French, Spanish), and assist with social media presence;
- Follow and report on events on thematic issues and country situations that relate to the ICC, including meetings of the ICC Assembly of States Parties, United Nations, or regional organizations like the European Union;
- Assist Coalition staff with research on ICC and international justice issues;
- Support the organization of virtual and in-person Coalition events and meetings, e.g., coordinating invitations, logistics, note-taking, and reporting;
- Undertake special projects and assignments as needed, including administrative tasks.

Qualifications

- Native or full professional competency in both English and French; additional languages are a plus, especially Spanish.
- Interest in the goals of the Coalition for the ICC;
- Advanced undergraduate or graduate student in international law, international relations, human rights, political science, or related fields;
- Knowledge of the ICC, human rights and justice issues;
- Excellent written and oral communication, research, organization and writing skills;
- Ability to work independently and within the constraints of tight deadlines;

Conditions

Interns should be enrolled students for the duration of their internship.

Women’s Initiatives for Gender Justice, the host of the Coalition for the International Criminal Court, will conclude a standard internship agreement with the successful candidate in accordance with national laws. The start date would be as soon as possible in October, in consultation with the successful candidate.

How to apply

Please send the following by **19 October, 13:00** (CET/The Hague time):

- A curriculum vitae;
- A one-page cover letter describing your relevant experience and suitability for the post; and
- Names and contact details of two references.

Apply **via email** to **hr@coalitionfortheicc.org** with the subject “CICC Intern Application.”

Women’s Initiatives is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, colour, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, or age. Only short-listed individuals will be invited for an interview. No phone calls or email enquiries please.