



OFFICE OF CAREER & LEADERSHIP DEVELOPMENT

International Organizations

UNITED NATIONS

The purposes of the United Nations (UN), as stated in its founding charter, are to maintain international peace and security; to develop friendly relations among nations; to cooperate in solving international economic, social, cultural and humanitarian problems and in promoting respect for human rights and fundamental freedoms; and to be a center for harmonizing the actions of nations in attaining these ends. The six principal organs of the UN are the General Assembly, Security Council, Economic and Social Council, Trusteeship Council, International Court of Justice, and Secretariat. The UN family, however, is much larger, encompassing 15 agencies and several programs and bodies, including the UN Secretariat, the UN programmes and fund, such as the UN Children's Fund (UNICEF) and the UN Development Programme (UNDP) and the specialized agencies. Together, they provide technical assistance and other forms of practical help in virtually all areas of economic and social endeavor.

For an organization chart of the UN, click on: <http://www.un.org/aboutun/chart.html>

Career Opportunities at the United Nations:

There are various ways of obtaining work at the United Nations (UN). The first step is to research the office, program or agency at which you would like to work. The best place to start is the official United Nations website: www.un.org. From there you can explore websites of the specific UN offices for more information about their activities, funding, and management structure.

One method for entering the UN system is to sit for the **National Competitive Recruitment Examination**, given at the country level. Working as a **contracted consultant** is another way to break into the system; usually these positions will be posted on the individual websites of the various UN offices. Prospective UN employees at the higher levels are requested to have good command over at least one language used at the UN, other than English. The working languages of the Secretariat are English and French. The official languages of the United Nations are Arabic, Chinese, English, French, Russian, and Spanish. Depending on individual qualifications such as academic degree and level of professional experience, and on funding constraints, different posts are available. The UN system contains a range of different levels; such as General Staff, UN Volunteers, Junior Professional Officers (JPO), and International Professionals (P1/P2-P5). The below information is separated into type of position, with job/internship search tips for each.

Entry Level positions

Entry level positions, such as P1/P2 and Junior Professional Officer (JPO), require an advanced degree but only limited professional experience. Entry level professionals are recruited through National Competitive Recruitment Examinations. The examinations are administered in a number of occupational groups, including: administration, statistics, social development, public information, library, legal and related work, finance, language and related work, electronic data processing, and economics. For details, check the following link:

<http://www.un.org/Depts/OHRM/examin/exam.htm>

Associate Expert Programme (AEP)

This Programme offers young professionals who are graduates from universities or institutions of higher education an opportunity to acquire professional experience in the technical cooperation of the United Nations Secretariat. The Associate Experts, who may have limited professional experience, are recruited under bilateral agreements between the UN and donor countries for development projects within the UN's wide fields of competence. These agreements are currently provided by the following governments: Australia, Austria, Belgium, Denmark, Finland, France, Germany, Israel, Italy, Japan, Korea, Luxembourg, The Netherlands, Norway, Spain, Sweden, Switzerland, Turkey and United Kingdom. Associate Experts are generally nationals of these countries. Some of these countries, however, agree to finance nationals of developing countries, particularly of least developed countries, as Associate Experts. Associate Experts perform their duties either under the supervision of an experienced expert specializing in their field and the Chief Technical Adviser of the project or the regional adviser. Associate Experts recruited for projects of a national character may be called upon to work under the supervision of the National Director responsible for the project. Associate Experts' initial one-year appointment may be extended if their performance is deemed satisfactory (the standard length of appointment varies according to donor country). Upon completion of their UN contracts, a few Associate Experts take on regular staff member posts, but there is no automatic transfer to regular staff positions. For details, click on http://esa.un.org/techcoop/associate_experts.asp.

United Nations Volunteer Programme (UNV)

A prospective candidate can serve as a volunteer specialist and field worker in one of 140 developing countries. Candidates must be at least 25 years of age. The vast majority of assignments are from one to two years, but there are some short-term assignments that are from two to twelve months long. Prospective candidates apply online; if the application is deemed to meet necessary qualifications, applications will remain on the UNV roster for a maximum of two years. Volunteer positions are paid.

For details, click on: <http://www.unv.org>

Consulting/Temporary Contract Positions

UN offices offer consulting opportunities. Consultants are commissioned for a limited period for specific assignments. They are neither staff members nor UN officials, but independent contractors. Announcements for these positions can be found on the individual websites of the various UN offices or through networking.

Peacekeeping Missions

Peacekeeping operations offer a full range of employment and consulting options including civilian administration, political affairs, human rights, humanitarian relief and legal and judicial affairs. For details, click on: <https://jobs.un.org/Galaxy/Release3/vacancy/vacancy.aspx>

CAREER OPPORTUNITIES AT SPECIALIZED UN AGENCIES

[These agencies are aligned with the MSW]

United Nations Industrial Development Organization - www.unido.org

The United Nations Industrial Development Organization (UNIDO) helps developing countries and economies in transition in their fight against marginalization. UNIDO mobilizes knowledge, skills, information and technology to promote productive employment, a competitive economy and a sound environment. Furthermore, the Organization enhances cooperation at global, regional, national and sectorial levels.

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The agency offers the following programs:

1. Associate Experts- work on specific projects.
2. Junior Professional Officers- for 1-2 assignments, must be national of donor country, have a BA, be less than 32 years old, and be fluent in English and one other United Nations language.
3. Internship Program- for people with an advanced degree or currently completing one.
Ad hoc positions for 3-6 months, and non-paid.

United Nations Fund for Population Activities - www.unfpa.org.

This is the largest internationally funded source of assistance to population programs in developing countries. UNFPA promotes awareness of population problems and provides program and financial assistance to developing countries. The agency offers the following programs:

1. Junior Professional Officer Program- manage population projects. Must be under 32 years old, sponsored by home country government and have an advanced degree in a social science field.
2. Summer Intern Program- non-paid positions; must be pursuing a degree in development studies.

United Nations Environmental Program - www.unep.org.

The UNEP seeks to foster enhancement of the total human habitat and further the study of environmental problems. It was the first UN agency to be based in a developing country (Nairobi, Kenya).

1. Intern Program- in Nairobi offices and in non-headquarters offices; must be fluent in 1 of 2 UN working languages. Internship is non-paid.

United Nations Development Program - www.undp.org.

The UNDP is the world's largest multilateral source of grant funding for development cooperation. In each developing country, UNDP also plays the chief coordinating role for operational development activities undertaken by the whole UN System.

1. Leadership Development Program- 4-5 year program for 20 professionals with rotational assignments in a country office; work as mid-level manager or specialist in a UNDP practice area. Must have a master's degree, be proficient in English and 1 other UN language and have 2-3 years work experience, normally post master's, in a related field.
2. Junior Professional Officer Program- for young professionals under 32 years old; must be sponsored by home government, have MA, know 2 UN languages, have good computer skills and preferably 1-2 years of developing country experience. Entry- level salary, and 1-2 year contract through home government.
3. Internship Program - assigned to country office or headquarters (NY); wide range of full-time and part- time non-paid positions. Must be in a graduate program, committed to development and speak 2 UN languages.

UN Children's Fund - www.unicef.org.

The UN Children's Fund was established to meet the emergency survival needs of post-war Europe and China, UNICEF now cooperates with governments to improve the survival, protection and development of children everywhere.

1. Junior Professional Officers Program- for young professionals who are sponsored by home country government. Must be 28-32 years old, have a graduate degree, 2 years of relevant work experience, be fluent in English and 1 other language, member of participating country (not U.S.) and apply through home country.

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2. Intern Program- must be in a master's degree program, and fluent in English and 1 other UN language. Ongoing recruitment for 6-16 week non-paid assignments; apply 2-3 months in advance.

Food and Agricultural Organization - www.fao.org.

FAO was established to improve agricultural productivity and food security, and to better the living standards of rural populations.

1. Young Professionals Program- for professionals under 35 years old; minimum of MA required.
2. Associate Professional Officer- must be national of member country, have MA, work experience and working knowledge of 2 FAO languages. Provides in-service training to young professionals mostly from sponsoring countries; 2 year assignments, and must apply through home government.
3. Volunteer Program- to gain non-paid work experience; must be citizen of member country, fluent in 1 language of FAO and 18 years or older.

United Nations High Commissioner for Refugees - www.unhcr.ch.

The High Commissioner for Refugees was established to protect refugees and promote durable solutions to their problems.

1. Roster for short-term emergency operations- 3-6 month assignments available; must be ready for deployment in 3-7 days, have relevant degree and relevant experience.

International Labor Organization - www.ilo.org.

The International Labor Organization formulates policies and programs to improve working conditions and employment opportunities, and sets labor standards used by countries around the world. In 1946 it became the first specialized agency associated with the UN.

1. Young Professionals Career Entrance Program- 5 year program at headquarters and in field offices. Must be 25-32 years old, have MA or PhD degree in economics, labor law or development, work experience and fluency in at least 1 ILO working language required.
2. Internship Programme employs 130 students annually as interns. Duration, at least 3-6 months either at ILO Field Offices or at the Headquarters. Can be full-time or part-time internships. Applicants should have completed graduate and/or postgraduate studies or be in the final year of undergraduate studies. Application deadlines are usually 3 months in advance.

THE WORLD BANK GROUP

The common objective of all five of the World Bank institutions is to help raise standards of living in developing countries by channeling financial resources to those countries from developed countries. The five institutions are:

- I. The International Bank for Reconstruction and Development (IBRD)
- II. The International Development Association (IDA)
- III. The International Finance Corporation (IFC)
- IV. The Multilateral Investment Guarantee Agency (MIGA)
- V. The International Center for Settlement of Investment Disputes (ICSID)

The World Bank

The World Bank (www.worldbank.org) is made up of two unique development institutions owned by 184 member countries. It is not a bank in the common sense. However, it provides financial and technical assistance for education, health, infrastructure, communications and many other purposes to developing countries around the world. The World Bank employs approximately 10,000 staff who come from nearly every country in the world.

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They are economists, educators, environmental scientists, financial analysts, anthropologists, engineers and many others. The Bank is headquartered in Washington, DC, with 109 country offices worldwide. Approximately 3,000 staff work in country offices in the developing world. They apply their skills and the bank's resources to bridge the economic divide between poor and rich countries.

Career Opportunities at the World Bank:

The Internship Program

The Internship Program is open to students who are nationals of the Bank's member countries (refer to Bank's website). The goal of the Internship Program is to offer successful candidates an opportunity to improve their skills as well as the experience of working in an international environment. To be eligible for the Internship Program, candidates must possess an undergraduate degree and already be enrolled in a full-time graduate study program (pursuing a Master's degree or PhD with plans to return to school in a full-time capacity). Generally, successful candidates have completed their first year of graduate studies or are already into their

PhD programs. This Program typically seeks candidates in the following fields: economics, finance, human development (public health, education, nutrition, and population), social science (anthropology, sociology), agriculture, environment, private sector development, as well as other related fields. Fluency in English is required. The Bank pays an hourly salary to all interns and, where applicable, provides an allowance toward travel expenses. Interns are responsible for their own living accommodations. Most positions are located in Washington, DC (some positions are offered in country offices) and are a minimum of four weeks in duration.

The World Bank Group Internship Program is offered during two seasons:

Summer (June-September)

The application period for the Summer Program is **December 1 - January 31** each year.

Winter (December-March)

The application period for the Winter Program is **September 1 - October 31** each year.

All applications **MUST** be submitted on-line.

<http://web.worldbank.org/WBSITE/EXTERNAL/EXTHRJOBS/0,,contentMDK:20515785~menuPK:1477648~pagePK:64262408~piPK:64262191~theSitePK:1058433,00.html>

*The Internship Program website also has links to region-specific internships.

Young Professional Program (YPP)

The Young Professionals Program is designed for highly qualified and motivated young people skilled in areas relevant to the World Bank's operations. In order to be competitive for this highly selective Program, candidates must have demonstrated a commitment to development, supported by academic success, professional achievement, and potential for leadership.

Successful candidates will receive on-the-job learning, specialized training, a poverty immersion assignment, and mentoring. Every year, during the period of **May 1st to July 15** applicants are asked to submit their applications on-line.

Minimum Requirements:

- Citizen of a member country of the World Bank
- 32 years of age or younger when entering the YP Program in September of entering year
- Master's degree or equivalent at the time of application submission
- Fluent in English

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- Specialize in a field relevant to the World Bank's operations such as economics, finance, education, public health, social sciences, engineering, urban planning, and natural resource management
 - Significant relevant professional experience or continued academic study at the doctoral level
- More information is available at the Young Professionals Program website:
<http://web.worldbank.org/WBSITE/EXTERNAL/EXTHRJOBS/0,,contentMDK:20519630~menuPK:1477630~pagePK:64262408~piPK:64262191~theSitePK:1058433,00.html>

Junior Professional Program for Afro-Descendants (JPPAD)

The Junior Professionals Program for Afro-Descendants (JPPAD) provides young and motivated individuals with practical, on-the-job experience and training in a global development environment, while giving the Bank an opportunity to benefit from the knowledge, talent and diversity that they can bring to the institution. In addition, the program contributes to capacity-building efforts in the candidates' respective home countries, as some of the graduates choose to return to contribute to economic development. Interested candidates can apply on-line. **Applications will be kept active in the Bank's database for a period of six months.** Should a candidate still be interested in the program after six months, he/she will need to re-apply. Candidates who previously have had a long-term work relationship with the Bank are not eligible to apply.

Minimum Requirements:

- 35 years of age or younger
- Afro-descendant, i.e. Sub-Saharan African descent
- Master's degree or equivalent in economics, finance, engineering, public health, environment, engineering, public or private sector management, anthropology, sociology, education, human resources management or other disciplines relevant to development
- Proficiency in English and working knowledge of at least one other language such as French, Arabic, Spanish or Portuguese
- Three to five years of relevant work experience

Successful candidates are offered a two-year contract with the Bank. The contract is non-renewable; however, candidates may compete for open-ended appointments upon completion of their two-year appointment. More information is available on the JPPAD website:
<http://web.worldbank.org/WBSITE/EXTERNAL/EXTHRJOBS/0,,contentMDK:20515898~menuPK:1486290~pagePK:64262408~piPK:64262191~theSitePK:1058433,00.html>

Junior Professional Officers Program (JPO)

The JPO Program is a donor funded program that provides professionals from donor countries an opportunity to gain experience in an international organization. The current JPO donor countries are Austria, Denmark, Finland, France, Germany, Sweden, and Switzerland.

Minimum Requirements:

- 32 years of age or younger
- Master's degree
- 2 years work experience in related field
- Fluent in English

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Depending on the donor agreement, JPOs are hired for two or three years, assigned to a Washington, DC or a World Bank country office. JPO positions are advertised by individual donors on a yearly basis. World Bank hiring managers interview and make final selection. Refer to the respective government Ministry websites for recruitment announcements.

More information is available on the JPO website:

<http://web.worldbank.org/WBSITE/EXTERNAL/EXTHRJOBS/0,,contentMDK:20518967~menuPK:1477642~pagePK:64262408~piPK:64262191~theSitePK:1058433,00.html>

Junior Professional Associates Program (JPA)

The JPA Program looks for recent graduates (placed in the top 10 percent of their class) with strong quantitative and qualitative analytical skills, knowledge of technology and the web, and research abilities. Positions may be located in any of the Bank's offices across the world.

Recruitment and hiring for this program is ongoing throughout the year.

Minimum Requirements:

- 28 years of age or younger
- Bachelor's degree (with some relevant experience), Master's degree, or a PhD candidate with a superior academic record. Applicants under active consideration for employment will be asked to submit academic records as well as references.

- Fluent in English

- Research and analytical skills extending to areas of specialization such as: economics, finance, human resources development (public health, education, nutrition, population), social sciences (anthropology, sociology), agriculture, environment, private sector development, as well as other related fields. The JPA Program is not an entry point for a career in the World Bank and employment beyond the initial two-year contract **will be prohibited for a period of two years after the end of the contract**. However, some alumni may rejoin the organization later in their careers after gaining experience elsewhere and becoming experts in their professional fields. Experience under the JPA Program can serve as a stepping stone to a career in government,

consulting, the private sector, or academia. JPAs are hired as entry-level professionals, on a two-year, non-renewable contract with benefits. Upon "graduation" from the program, JPAs will become members of the Junior Professional Alumni Association, an international network of people around the world who share the JPA experience and a lasting interest in the World Bank Group and its mission. More information is available on the JPA Program website:

<http://web.worldbank.org/WBSITE/EXTERNAL/EXTHRJOBS/0,,contentMDK:20515930~menuPK:64262360~pagePK:64262408~piPK:64262191~theSitePK:1058433,00.html>

III. OTHER MAJOR INTERNATIONAL ORGANIZATIONS

Some international organizations have formal job and internship recruitment programs.

For up-to-date information, research the organizations' websites.

Organization for Security & Cooperation in Europe (OSCE) - www.osce.org

OSCE was established as a result of the Final Act of the Conference on Security and Cooperation in Europe. Its purpose is to promote better relations among the participant states and to ensure conditions in which their people can live in true and lasting peace, to exert efforts to make détente both a continuing and an increasingly viable and comprehensive process, to recognize the

indivisibility of security in Europe, to strengthen the OSCE role as a pan-European and transatlantic forum for cooperative security, to recognize the close link between peace and security in Europe and the world, and to contribute to the strengthening of world peace and security.

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1. Intern Program- hire on an as needed basis for 2-6 month assignments, non-paid. Graduate or post-graduate level of study and age limit is 30 years old. Apply three months prior to start of internship

2. Researcher in Residence Program- conduct independent research; non-paid for 2-3 month assignments.

World Health Organization - www.who.int/en

WHO coordinates programs aimed at solving health problems and the attainment by all people of the highest possible level of health. It works in such areas as immunization, health education and the provision of essential drugs.

1. Associate Professional Officers- for young professionals who want to work on specific projects; are paid by host government. Must get information and apply from home country government.

2. Interns- non-paid positions for 6-12 week assignments.
Apply 3 months prior to start of internship.

World Trade Organization - www.wto.org

The WTO was established to strengthen the world economy and to lead to more trade, investment, employment, and income throughout the world.

1. Intern Program- ongoing recruitment for graduate students; must be national of member country and 21-30 years old. Assigned from roster for projects of up to 24 weeks duration with paid stipend.

Organization of American States - www.oas.org. OAS was established to strengthen peace, security, democracy and development among the American nations.

1. Intern Program- non-paid positions for graduate and undergraduate students. Must have 3.0 or higher GPA, and strong knowledge of 2 official languages. Positions available for fall, spring and summer semesters.

This information from the SIPA Career Resources Fact Sheet *International Organization Job Search*.