



Intern Job Description

INTERN: Watchlist on Children and Armed Conflict (www.watchlist.org) is seeking an intern to work 10 to 15 hours/week from September through December 2006.

ORGANIZATION: The Watchlist on Children and Armed Conflict is an NGO network with a mandate to monitor, report and disseminate information on violations of the security and rights of children in specific armed conflicts, to support organizations working to end these violations, and to urge action by the UN Security Council, other UN agencies and appropriate governments. Our goal is to promote the protection and rights of children and adolescents in armed conflict situations. Watchlist began working together as a network in 2001. The intern will support Watchlist in its reporting and advocacy activities on children in Sudan and other areas of conflict as relevant. The intern will also support the development of the project infrastructure, particularly related to Watchlist's website, database, listserve and other modes of external communications.

RESPONSIBILITIES:

- Research, analyze and compile statistical data related to developments in Sudan on the following thematic areas: Health, HIV/AIDS, Education, Refugees/ IDPs, Small Arms, Landmines, Trafficking and Exploitation, Gender-based violence, and child soldiers.
- Carry out all follow-up research activities for the Watchlist report on Sudan and summarize relevant reports and policy papers on the political, social and CAC developments in Sudan.
- Represent Watchlist at meetings related to children and armed conflict hosted by UNICEF, NGOs and other relevant agencies.
- Translate relevant documents to/from French.
- Assist with the update and development of Watchlist website.
- Update and maintain Watchlist listserve, database, UN missions list and media contact list.
- Respond to informational inquiries and coordinate copyright permission requests.
- Support the project's efforts by performing various administrative tasks, including filing and photocopying.

REQUIREMENTS:

- Current university enrollment or degree in international relations, political science or related field.
- Strong research, writing, analytical and communication skills.
- Strong interest on issues related to children in armed conflict.
- Experience with international human rights mechanisms and policies.
- Ability to work both in a team and independently
- Fluency in French (preferred).
- Excellent knowledge of MS Word/ Excel.

Please email your résumé and cover letter to:

Simar Singh, Program Specialist
Watchlist on Children and Armed Conflict
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