



wfuna

World Federation of United Nations Associations

INTERN - TRANSPARENCY, ACCOUNTABILITY & PARTICIPATION (TAP) NETWORK

STARTING DATE: ASAP/ DURATION 6 MONTHS

CATEGORY: FULL-TIME (UNPAID) / LOCATION: NEW YORK

WFUNA

1 United Nations Plaza
Room 1177
New York NY 10017
USA

FMANU

Palais des Nations
Room E4-2A
1211 Geneva 10
Switzerland

PROGRAM OVERVIEW

The Transparency, Accountability & Participation (TAP) Network is a broad network of civil society organizations (CSOs) that works to ensure that open, inclusive, accountable and effective governance is at the heart of the 2030 Agenda, and that civil society are recognized and mobilized as indispensable partners in the design, implementation of and accountability for sustainable development policies, at all levels.

The TAP Network engages some of the foremost expert organizations on the issues of transparency, accountability and participatory governance. TAP benefits from the invaluable expertise, experiences and unique perspectives of its members, all of whom come together to collaborate on joint work and common positions under the TAP Network umbrella. This work is underpinned by recognition that we maximize reach and influence when many stakeholders speak with a unified voice.

The work of the TAP Network is funded by grants from a group of generous donors, including the Open Society Foundations, Hewlett Foundation and the Omidyar Network.

Vision:

TAP's vision for the 2030 Agenda is framed by notions of rule-of-law and the TAP principles of transparency, accountability, and citizen participation, as well as respect for human rights. Effective governance in a 2030 Agenda world requires transparent, participatory and inclusive institutions that are accountable to the very people that the 2030 Agenda intends to engage.

The TAP Network is united in the belief that open, inclusive, accountable and effective governance is both an outcome and an enabler of sustainable and equitable development. The 2030 Agenda framework must promote openness, accountability and effective public institutions, build trust between states and its citizens, and empower civil society to engage in the design, implementation and accountability of public policies, at all levels.

TAP's work also reflects the will and impetus of the millions of citizens from around the world who voted for 'an honest and responsive government' as one of their top priorities in the My World survey – a theme echoed in consultations with people around the world.

Objectives:

To ensure that the TAP principles and inclusive governance underpin the 2030 Agenda, the TAP Network works towards the following objectives:

- Provide a platform for collaboration between CSOs to mobilize around various TAP issues, working together to produce common positions and statements, and undertake joint advocacy efforts around the 2030 Agenda and related processes.
- Promote and support the development of transparent, accountable and citizen-inclusive implementation and monitoring mechanisms and processes for the 2030 Agenda framework at all levels.
- Promote and support active and meaningful civil society engagement in implementation and monitoring mechanisms and processes for the 2030 Agenda framework at all levels.

GENERAL OVERVIEW

The World Federation of United Nations Associations (WFUNA) is the host organization for the TAP Network, which entails accepting and managing grant funds and hosting the project staff.

The World Federation of United Nations Associations (WFUNA) is a global non-profit organization working for a stronger and more effective United Nations. Established in 1946, we represent and coordinate a membership of over 100 United Nations Associations and their thousands of members. We work to build a better world by strengthening and improving the United Nations, through the engagement of people who share a global mindset and support international cooperation- global citizens. Our organization has offices at the United Nations in both New York and Geneva, and hosts interns in both locations. www.wfuna.org

POSITION DESCRIPTION: TAP NETWORK INTERN

TAP is currently seeking an Intern who will support the TAP Network Coordinator in the administrative management of the Network, as well as in advocacy, communications and knowledge management for the issue of transparency and accountability in the 2030 Agenda. The intern contract will run for six months.

- He/she also will have general WFUNA staff duties.
- He/she reports to TAP's Coordinator
- The position is based in WFUNA's New York office.
- To apply the applicant must have a valid U.S. work permit

The main responsibilities of the position will include the following:

- Assist the TAP Network Coordinator in following all relevant UN processes related to the 2030 Agenda and the Sustainable Development Goals (SDGs)
- Lead TAP Network's communications and outreach activities, including website, social media and newsletter.

- Attend relevant meetings related to the 2030 Agenda and liaise with relevant civil society representatives, UN personnel and diplomats as needed;
- Coordinate relevant meetings, conference calls and events for the Network, and generate agendas, minutes and any other materials needed to advance TAP coordination and advocacy
- Support the TAP Coordinator and TAP Steering Committee in coordination of TAP Network activities and work
- Assist in administrative duties and overall grant management for the programme

INTERN OPPORTUNITIES

- Access to UN Headquarters in New York: conferences, events and resources
- Professional Development
- Networking opportunities and ability to liaise with UN staff, diplomats, civil society members from around the world

REQUIREMENTS:

- Undergraduate degree or higher
- Applicant must be self-motivated, energetic, vigilant about staying on tasks and meeting deadlines, and willing to engage in such outreach tasks as cold calling
- Strong communications (verbal and written), and solid organizational skills are necessary
- Experience with social media and website management (experience with Wordpress is a plus)
- Interest in international affairs, sustainable development and good governance
- Fluency in English is required; knowledge of a foreign language is a plus
- Preference will be given to candidates who possess prior experience/knowledge of the United Nations system and political processes

To apply, please email your CV and cover letter to TAPinternship@gmail.com

Due to visa restrictions, only applicants who possess a valid US visa may apply for this internship.