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**UNIVERSITÄT
BERN**

CDE
CENTRE FOR DEVELOPMENT
AND ENVIRONMENT

VACANCY

The Centre for Development and Environment (CDE) is an interdisciplinary research centre of the University of Bern. Its overarching goal is to produce and share knowledge for sustainable development in cooperation with partners in the global North and South. CDE conducts research to develop innovative concepts and solutions for the sustainable use of land and water resources. It also offers a range of services for planners and decision-makers that are closely linked to research. One of CDE's central concerns is to foster dialogue between science and society while contributing to global debates on sustainability and development. CDE is seeking an:

Intern (100%) to assist the Global Sustainable Development Report (GSDR) team (1 year)

ABOUT THE GLOBAL SUSTAINABLE DEVELOPMENT REPORT:

The Global Sustainable Development Report (GSDR) is a key component of the mechanism to follow up and review progress on the recently agreed 2030 Agenda for Sustainable Development and the Sustainable Development Goals (SDGs). It is intended to strengthen the science–policy interface and provide a strong evidence-based instrument that supports policymakers in promoting poverty eradication and sustainable development. A comprehensive, in-depth report will be produced every four years to inform the UN High-Level Political Forum under the auspices of the UN General Assembly. At the end of 2016, the UN Secretary-General appointed a group of 15 independent scientists, mandating them to draft the 2019 edition of the GSDR. Prof. Peter Messerli, Director of CDE, was appointed as co-chair of this group, which comprises experts from a variety of backgrounds, scientific disciplines, and institutions. In the context of this appointment, CDE is seeking an intern to assist the team at CDE, as well as a small team working at the United Nations and various universities.

DUTIES

The incumbent will undertake the following duties and responsibilities:

- To assist in selecting, categorizing, and running systematic reviews of literature on selected topics
- To draft reports and meeting minutes
- To assist the writing team
- To assist in organizational tasks, updating various repositories, websites, mailing lists

REQUIREMENTS

- Master's Degree in Geography, Environmental Sciences, Sustainable Development, or related fields
- Knowledge of sustainable development, social-ecological systems, global governance, and international development
- Experience and interest in working in an intercultural context and, more specifically, with partners in developing countries and countries in transition
- Proficiency in written and spoken English; additional languages are an asset, especially German
- Skills in standard software applications, including web-based communication tools and graphic programs, as well as social media
- Flexible and motivated personality, strong interpersonal skills, ability to meet multiple deadlines

WE OFFER

Collaboration in an experienced, dynamic, and multidisciplinary team

A stimulating learning and working environment in a multinational context at the interface of academic research and international development

A unique international setting for practicing, learning and developing multiple skills in the fields of Sustainable Development and Environment.

A unique tutoring environment for the intern to build his or her capacity with possibilities of combining this internship with a graduate programme project

Conditions and remuneration in accordance with internship employment standards of the University of Bern, Switzerland

DETAILS

Starting date: as soon as possible

Location: CDE, University of Bern, Hallerstrasse 10, 3012 Bern, Switzerland; www.cde.unibe.ch

Duration of employment: one year

For further information: Dr. Henri Rueff, henri.rueff@cde.unibe.ch (031 631 39 25); personaladministration@cde.unibe.ch (031 631 88 22)

Application deadline: 30 September 2017; open for international applications

Application materials: Please submit your application consisting of CV with certificates, a motivation letter, and the name of three references in English and as a single PDF file to personaladministration@cde.unibe.ch.

CDE values diversity and is committed to equal opportunities; applications are welcome from all suitably qualified candidates who meet the stated criteria.