

As an international cooperation enterprise with worldwide operations, the German government owned Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH operates on behalf of German ministries, the governments of other countries and international clients to provide tailor-made, cost-efficient and effective services for sustainable development. We are looking for a **Bangkok-based Intern** to support the GCF Readiness IV project.

Intern

GCF Readiness IV

As the Green Climate Fund (GCF) Secretariat has approved the Readiness and Preparatory Support Proposal for Thailand for “Building project pipeline capacities: Development of GCF concept notes in the transport and health sectors in Thailand” since December 2021, the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH has supported the National Designated Authority (NDA) on implementing the Readiness Support programme since. The key deliverable is to develop two GCF Concept Notes in health and transport sector respectively.

For Thailand to respond to the urgency of climate change and implement its climate change goals and plans, this Readiness support will address the capacity development needs for robust project pipeline development and early project preparation. Focusing on two of the highest priority sectors, the Readiness project applies twofold approach to (i) increase human and institutional capacities to identify and develop projects with a high climate change impact potential and enhancing access to the GCF, and to (ii) support the development of concrete concept notes for transformational climate change projects in the transport and health sectors. The project is also conducting a Readiness needs assessment for strengthening the NDA’s and sector institutions’ view on long-term Readiness support including multi-year strategic readiness requests. The overall processes have followed a comprehensive stakeholder engagement approach to enable awareness raising, knowledge sharing and learning, involving the NDA and climate policy makers, agencies and institutions with roles on climate science both for mitigation and adaptation, relevant sectoral agencies and private sector stakeholders such as financing institutions and small and medium enterprises in the respective sectors.

Responsibilities:

The intern will carry out the following tasks:

- Assist in the research of relevant information for the project in both Thai and English languages (incl. translation of documents)
- Assist in the development of presentations, visualization materials and other knowledge products and knowledge-sharing activities in both Thai and English language
- Assist in preparing administrative management of project events such as trainings, workshops, meetings, minutes taking, coordination, transport arrangement, etc.
- Assist in the interactive execution of project virtual and physical events
- Assist in the development of presentations, visualization materials and other knowledge products and knowledge-sharing activities in both Thai and English language
- Assist in the preparation of communication and PR content such as newsletters, articles, and social media posts in both Thai and English language (incl. translation of documents)
- Other relevant tasks assigned by the project team

Qualifications:

Applicants are not required to have professional work experience but are encouraged to list all relevant work experiences in their application, as well as interests, skills and knowledge. To qualify for an internship, the following conditions should be met:

- Excellent writing and editing skills in both Thai and English in which key message is clearly identified and presented nicely in a logical way;
- Fluency in English and Thai;
- Strong interest in sustainable development, climate change, climate finance, health and / or transport-related topics;
- Master/ Senior bachelor's/ graduated students who can apply for full-time intern position;
- Excellent command of MS Office package (Word, Excel and PowerPoint);
- Good communication and social skills.

Personal attributes and competencies:

- Self-motivated, flexible and resourceful
- Able to strategize and find creative solutions
- Hands-on mentality and detail-oriented work ethics
- Team player and able to maintain positive attitudes
- Able to work under time pressure by ensuring quality outputs and meeting deadlines
- Interest and ability to work in a cross-cultural context and environment

Duty station and timeframe:

The intern will be based in Bangkok. The internship duration is 4 to 6 months. The selected candidate is expected to start in as soon as possible. This position is a remunerated internship.

Please submit your cover letter and CV to aronratt.soontonbura@giz.de and issaree.jitratima@giz.de. The deadline for application is **31 December 2022**. Only shortlisted candidates will be contacted.

GIZ Thailand is an equal opportunity employer and actively encourages gender diversity within the company and operations.

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More information about GIZ:

<https://www.giz.de/en/html/index.html>

<https://www.youtube.com/channel/UCeyVDmQIGbPvII5Ccob91JQ>

<https://www.youtube.com/user/GIZonlineTV>