



Vacancy Announcement

Internship: Population and development related legislation and policies in Asia and the Pacific

The Asian Forum of Parliamentarians on Population and Development (AFPPD)

Job open number: 1_INT_APRO-JTF_2017

Background:

The Asian Forum of Parliamentarians on Population and Development (AFPPD) is a regional non-governmental organization based in Bangkok, Thailand. AFPPD serves as a coordinating body of 29 National Committees of Parliamentarians on Population and Development in Asia and the Pacific. AFPPD engages with Asia-Pacific parliamentarians to champion policies on population and health issues centering on AFPPD's strategic priority topics of active ageing, investing in youth, and gender equality and women's empowerment.

In 2017, AFPPD starts a new internship programme running throughout the year for highly motivated young graduate students majoring in population and development issues, international laws, social sciences, public health, social security, human rights, public administration, and other related fields.

The programme will allow interns to have the opportunity to work on AFPPD's strategic issues through research and communication work, as well as logistical work in organizing AFPPD workshops and conferences as a member of the AFPPD secretariat team. The programme is also expected to help interns understand the process of policy advice and advocacy, and how one of the oldest parliamentary networks in the world operates in contributing to Asia-Pacific parliaments' efforts to lead their countries in achieving the Sustainable Development Goals. The programme will also enable young politically aspiring students to obtain experiences in working directly with parliamentarians.

Purpose:

The purpose of the internship programme is to have highly motivated candidates exposed to various lines of AFPPD Secretariat's work in delivering some of the expected outputs under the **AFPPD Strategic Plan 2016-2019**.

Duties and Responsibilities:

A successful candidate will be assigned to one or more of the following tasks, among others:

- 1) Policy research and analysis project (including contributing to AFPPD's publication of the *Policy Round Up*)
- 2) Research assistance for the Legislation Analysis Project
- 3) Research assistance for the Health Budget Analysis Project
- 4) Logistical assistance in organizing AFPPD workshops and conferences.*

* AFPPD's scheduled meetings and conferences in 2017 include but not are limited to:

- (1) National Committees Sub-Regional Workshop(s);
- (2) Central Asian Sub-Regional Conference;

- (3) Asia-Pacific Economic Cooperation (APEC) Side Event;
- (4) 12th General Assembly;
- (5) AFPPD Standing Committees meetings on active ageing, investing in youth, and gender equality and women's empowerment.

Minimum Requirements, Competencies and Experience:

A successful candidate should have the following qualifications:

- **Expertise:** Knowledge of, and/or strong interest in a wide range of population and development issues. An ideal candidate is expected to demonstrate the following characteristics, among others: teamwork, work ethics (responsible attitude to each assignment), and drive for results.
- **Education:** Completed or currently pursuing an advanced university degree (Master's degree or equivalent) in population and development issues, international laws, social security, public health, human rights, public administration or other related fields.

Languages:

Proficiency in verbal and written English is required. Working knowledge of another official UN Language relevant to AFPPD's work or an Asian Language is desirable.

Location and Duration:

2 ~ 6 months (depending on the AFPPD event schedule).

The assignment is at AFPPD Secretariat in office hours, Suite 9C, Phayathai Plaza Building, Phayathai Road, Ratchathewi, Bangkok, 10400 Thailand and home-based.

Stipend:

\$500~\$700 per month will be provided in consideration of expertise and experiences. (Travel allowance will be provided for those applying from overseas or outside from Bangkok).

Interested candidates are requested to send the following to vacancies@afppd.org

- (1) Motivational letter explaining why you are applying for the AFPPD intern position
- (2) Curriculum vitae
- (3) Reference(s)

Deadline:

Open until positions are filled.

Please note that only short-listed candidates will be contacted for interviews.