



World Meteorological Organization
Organisation météorologique mondiale

Secrétariat
7 bis, avenue de la Paix – Case postale 2300 – CH 1211 Genève 2 – Suisse
Tél.: +41 (0) 22 730 81 11 – Fax: +41 (0) 22 730 81 81
wmo@wmo.int – www.wmo.int

Weather • Climate • Water
Temps • Climat • Eau

VACANCY NOTICE NO: INTERNSHIP/2022/WCRP SI 1
DEADLINE FOR APPLICATION: 31 May 2022

POST	GRADE	DUTY STATION	COMMENCEMENT OF DUTY	NATURE OF APPOINTMENT
Internship	N/A	Geneva, Switzerland	1 September 2022 or as soon as possible thereafter	Internship 12 months

ORGANIZATIONAL UNIT World Climate Research Programme Science and Innovation Department	WMO is committed to achieving diversity and a balanced workforce. Applications are welcome from qualified women and men, including those with disabilities.
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DUTIES AND RESPONSIBILITIES -Support the production of science communication materials such as newsletters, brochures, and circulars for key WCRP activities (regular newsletters produced, brochures and circulars produced as needed) -Content production for the WCRP and WCRP portion of the WMO website, as well as social media platforms, disseminating news and events (regular news items and social media content produced) -Assist in providing logistical support to meetings and activities of the WCRP Lighthouse Activities (www.wcrp-climate.org/lha-overview), in particular "The WCRP Academy" and "Safe Landing Climates" (meetings and activities supported) -Support cross-department communication and outreach activities, including providing WCRP inputs to SI Department briefs, events, and other communications products. -Any other duties as required	QUALIFICATIONS Education Bachelor of Science or equivalent in environmental sciences, science (natural or social) or communications. Experience -Applicants are not required to have professional work experience for participation in the internship programme -Proficient knowledge and experience of Microsoft Office and common audio and video software applications -Experience of working with websites and social media platforms is desirable -Experience of working with Adobe Illustrator and InDesign is desirable
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Additional Information:
Only applicants in whom WMO has a further interest will be contacted. Shortlisted candidates may be required to sit a written assessment and/or an interview.

Date of issue of vacancy notice: 5 May 2022