



NAMMCO Internship Program - Information

NAMMCO Internship

The NAMMCO Internship Program gives students or early career individuals an opportunity to enhance their experience in international environment management, improve their skills, and learn more about NAMMCO and its activities.

Interns work full time at the offices of the NAMMCO Secretariat in Tromsø, Norway.

Objectives

Interns will gain experience and knowledge of the daily operations of NAMMCO as an intergovernmental organisation providing environmental management advice. The NAMMCO Secretariat will benefit through the presence of an additional professional and the particular knowledge, skills and ideas they bring.

Nature of the internship

Under the supervision of the staff of the Secretariat, interns will participate in the daily life and activities of the organisation and depending on the opportunities and needs at the time, this could include work on:

- Communication and outreach (e.g., through the web, social media, traditional media, presentations)
- Meeting/event organisation & report writing
- Text editing and translation
- Database, library and archive maintenance

The internship also presents a potential to work on project(s) relevant to their field of study or desired areas for growth, which could be related to:

- Life cycle assessment
- Pollution and other anthropogenic stressors
- Ecosystem approach to marine mammal management, marine mammals' ecosystem services
- Management procedures for marine mammals
- Scientific literature review

The intern will be attributed a supervisor and will have regular meetings with the staff of the Secretariat.

Period of internship

Internships will be granted for a period of between 5 (minimum) to 9 (maximum) months, with a 3-month trial period for both parties at the start of the contract. The working hours of interns at the Secretariat are 37,5 hours a week. There is no leave accrued under the internship, however, day leave might be granted at the discretion of the General Secretary.

Qualifications of candidates

The internship is open for applications from people from all nationalities and disciplinary backgrounds. Applicants must, however, have a minimum of a bachelor's degree or equivalent and be either currently enrolled in a University or have recently completed their degree. They must also have a good spoken and written command of the English language, strong computer skills, and have demonstrated personal initiative



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and interest in marine mammals. Knowledge of one (or several) of the member countries' language will be favoured.

Guidelines for Application and the Selection Procedure

1. Internship opportunities are posted on the NAMMCO website and publicly announced (especially in diverse educational organisations), with two application deadlines per year (1 April and 1 October).
2. Applicants must complete the application form (including the names of 2 people who can be contacted as references), provide a curriculum vitae (CV) that provides an overview of their academic background and work experience, and send a cover letter describing their interests and suitability for the position.
3. The staff of the Secretariat, under the lead of the NAMMCO General Secretary, will review the applications and select the successful interns. Top ranked candidates will be interviewed, and their references contacted.
4. Internships are awarded based on merit and suitability for the tasks available at the time. Ensuring the inclusion of diversity across the program as a whole (e.g., in terms of skills, backgrounds, nationalities and gender) will also be given consideration. In cases where candidates are deemed equally qualified, applicants from NAMMCO member countries will be given priority.
5. The application and supporting documentation should be sent to the NAMMCO Secretariat (nammco-sec@nammco.org).

Financial Support

- The internship is not viewed as employment but rather as a contribution to the further education of the candidate and therefore interns do not receive a salary.
- NAMMCO will, however, provide a stipend of NOK 8.000 per month. NAMMCO will also reimburse the travel cost to and from the place of residence and Tromsø (the location of the Secretariat). It will also provide a bus card with a fixed sum deposited on it, a bicycle for use during the internship, and a contribution to a telephone subscription.
- Interns will be provided with a work station and PC during their stay.
- NAMMCO will not be responsible for the cost of personal and medical insurance. Interns will, however, be covered by NAMMCO's work insurance during working hours.
- Candidates are responsible for finding their own accommodation, although the Secretariat will aid in this where needed.

NAMMCO

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