



Terms of Reference for Internship at UNDP Malaysia

Background

The United Nations Development Programme (UNDP) is the UN's global development network, advocating for change and connecting countries to knowledge, experience and resources to help people build a better life. We are on the ground in 166 countries, working with them on their own solutions to global and national development challenges. As they develop local capacity, they draw on UNDP and our wide range of partners. World leaders have pledged to achieve the UN Millennium Development Goals, including the overarching goal of cutting poverty in half by 2015. UNDP's network links and coordinates global and national efforts to reach these Goals.

UNDP in Malaysia today provides strategic policy-oriented advice and support for the national policy agenda and institutional capacity building in a number of key areas, in line with the country programme for Malaysia (2008-2012). The Country Programme, developed through a broad multi-stakeholder consultative process and agreed with the Government, responds to Malaysia's own five-year development plan, the 9th Malaysia Plan (2006-2010) and outlines five strategic areas for action: (a) move the economy up the value chain; (b) raise the capacity for knowledge and innovation; (c) address persistent socio-economic inequalities constructively and productively; (d) improve the standard and sustainability of the quality of life; (e) strengthen institutional and implementation capacity.

UNDP's work on the ground is framed within the following thematic priority areas:

- **Responses to both the Short-Term and Longer-Term Implications of the Global Economic and Financial Crisis**

In the short term, support will be provided to strengthen analytical and empirical research capacities to understand the transmission belts of the crisis in the Malaysian economy while the medium and long term support through UNDP will prioritize areas of structural change likely to be necessary if Malaysia is to make the transition to a high value-added, globally competitive knowledge-based economy and achieve its Vision 2020.

- **Addressing Socio-Economic Challenges and Existing Inequalities**

Support will be provided for the eradication of hardcore poverty and the improvement of equity. Priority will be placed on addressing the challenges faced in the rural areas, particularly in Sabah, Sarawak, Kelantan and Terengganu. Initiatives to improve equity between states, population groups and the rural-urban divide will also be prioritized with a focus on indigenous communities and other population groups which exhibit widespread and deep-rooted poverty incidence.

- **Towards Improved Quality of Life through Sustainable Environmental Management and Addressing National Energy Security**

Support that contributes towards improved environmental management will be prioritized in three strategic areas: (a) enhancing environmental management of biodiversity and natural resources, including water resource management; (b) climate change mitigation and adaptation initiatives in partnership with the Global Environment Facility and the Multilateral Fund for the Implementation of the Montreal Protocol; and (c) incorporating environmental considerations into the planning of non-environmental agencies. In addition, support will also be provided to assist and strengthen the analysis and planning of national policy responses that seek to strengthen medium to long-term energy security.

- **Strengthening Gender Empowerment and Promotion of Good Governance and Integrity**

Initiatives which empower women to progress within the social, economic and political spheres will be emphasized.

- **Promoting South-South Cooperation Initiatives for Development**

Malaysia is increasingly looking toward playing a leading role among middle income countries in supporting the development of Africa, of poorer countries within the Organization of the Islamic Conference (OIC), the Non-Aligned Movement and the Association of Southeast Asian Nations (ASEAN) as well as in sub-regional growth triangles. As the UN's global development network, UNDP thus supports South-South Cooperation efforts in a wider context to include the promotion of good governance, gender, poverty reduction and crisis prevention and recovery.

UNDP in Malaysia forges partnerships with a wide range of international, regional and national stakeholders. Our partners range from the Economic Planning Unit in the Prime Minister's Department, federal government ministries and agencies, and local governments to civil society and non-governmental organisations, the private sector and the media. In addition, UNDP is an integral part of the UN Country Team in Malaysia, working closely with other UN agencies on national issues which are cross-cutting in nature, for example on issues such as HIV/AIDS, healthcare reform and human rights and development.

Objectives of the internship

- 1) Enhance students educational experience through practical hands on experience and involvement in UNDP development projects in Malaysia;
- 2) Provide student with supervised practical experience;
- 3) Expose students to the working environment of a multilateral organization and a better understanding of UNDP Malaysia's goals and activities;

Functions/Duties and Output Expectations

Under the direct supervision of the relevant Programme Manager, the intern is expected to perform the following tasks:

- 1) Conduct research in the thematic priority areas that is determined jointly by the supervisor and the intern;
- 2) Provide support to the Programme cluster in seminars, workshops, conferences, and/or UNDP/UN related events where applicable;
- 3) Compiling best practices, lessons learnt, experiences and stories on key thematic development areas.

At the end of the internship, the following outputs will be expected:-

- 1) A final report detailing the intern's experience and work assigned in the different UNDP Malaysia focus areas;
- 2) A report detailing the outcomes of the various seminars, workshops or conferences attended (where applicable)

Expenses/Cost

All costs such as living expenses, travel, visa application fees and any other costs related to the internship MUST be borne by the intern unless provided for by a sponsoring institution, e.g. university, education programme, etc.

UNDP Malaysia will incur NO costs except for travel that is related to the implementation of projects in Malaysia for which the intern is assigned.

Eligibility

- 1) Must be enrolled in a degree programme in a graduate school (masters level or above)
- 2) Have completed at least four years of full time studies at a university or equivalent
- 3) Has not graduated prior to the beginning of the internship

Duration of Internship

Minimum of 6 weeks to a maximum of 6 months.

Status in the UN

Gratis Personnel and are not considered as staff members.

Other Relevant Information

- 1) Interns cannot apply for any UN vacancies during the period of internship.
- 2) Should an offer of employment be envisaged, a 3-month break from the end of the internship, must be respected
- 3) The intern must keep confidential any and all unpublished information made known during the course of the internship and not publish any reports or paper on the basis of information obtained except with the written approval and authorization of UNDP