

SMO-RP Internship Outline

1. Objective:

The aim of the internship is to offer an opportunity to gain practical experience of working in an environmental policy research, contribute to IGES research and other activities and promote an understanding of IGES activities to capable people who are interested in policy research related to environmental issues and sustainable development.

2. Term and Place of the internship:

Term: Internships are from 2 to 3 months. Specific timing is negotiable. Please clearly indicate the requested time period on the application. Currently, we are considering Winter/Spring 2020, Summer 2020, Fall 2020.

Place: IGES Headquarters, 2108-11 Kamiyamaguchi, Hayama, Kanagawa, Japan

3. Content of the internship:

Internship contents focus on assisting in conducting policy research related to one or more of the following areas under the supervision of the Research and Publications unit of the Strategic Management Office (SMO-RP). This may involve cooperation with other units.

- a. Sustainable Development Goals (SDGs), including overall issues, the environmental dimension, and governance aspects such as integrated approaches.
- b. Environment-related aspects of G20 activities and SDG plan.
- c. International environmental governance, especially issues related to UNEP
- d. Green new deal

There may also be opportunities to participate in research administration issues such as the review process for outputs (e.g. reviewing draft outputs from the standpoint of understandability) and research information management.

Applicants should indicate one or more areas that they are interested in contributing to, and indicate how their past education and experience relates to their ability to contribute.

4. Qualifications

- a. Advanced degree (Masters or Ph.D., completed or in process) in a field related to public policy and policy analysis, such as political science, political economy, international relations, economics, etc. Course work would preferably include some aspect of environmental policy and/or sustainable development.
- b. Candidates should have strong, professional English or Japanese writing ability.
- c. Candidates should have interest and ability relating to policy research and environmental governance. Understanding of policymaking processes in one or more Asian countries (especially related to the environment) is helpful though not required.

★Please check the **eligibility and general conditions** of internship at IGES from the website below.

<https://iges.or.jp/en/about/employment>

5. How to Apply

Please submit the following materials by email: internship@iges.or.jp

Subject line: Internship Inquiry for SMO-RP/ your name

- a. Cover letter including:
 - Your area of interest
 - Summary of your main qualifications
 - Time period of your availability
 - Internship requirements of your university (if any)
- b. Resume
- c. Writing sample (published output or research paper for a university course)
- d. Transcript (unofficial one or copy of official one is ok)

6. Decision process

- More than one intern may be accepted.
- Review of applications will begin immediately.
- Applications will be reviewed in the order received.
- Only short-listed candidates will be notified.
- Applications will be closed when interns have been selected for all time periods.

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