



**Internship**  
**at the Division for Cooperation and Coordination within the Movement**  
**of the International Committee of the Red Cross (ICRC)**

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The Division for Cooperation and Coordination within the Movement (DC/MOUV) of the International Committee of the Red Cross (ICRC) offers a paid internship for a period of one year. The internship will begin on 2 May 2011.

**The Division for Cooperation and Coordination within the Movement (DC/MOUV)**

DC/MOUV is responsible for ensuring and developing ICRC cooperation and the coordination within the International Red Cross and Red Crescent Movement (the Movement). In particular, the Division serves as a centre of expertise for the ICRC operational cooperation, its effort in the development of National Societies capacities and the field coordination with the other components of the Movement.

**Job description**

**1. PURPOSE OF POSITION**

Support DC/MOUV file holders on National Society (NS) legal base (Statutes and NS law), NS recognition, use of the emblems, integrity and Fundamental Principles.

**2. MAIN RESPONSIBILITIES**

- provide support to the analysis of existing and draft NS Statutes and/or laws, preparation of messages and support documentation on NS legal base;
- provide support to the publication and promotion of the ICRC Study on Operational, Commercial and other Non-operational Issues Involving the Use of the Emblems;
- continue the drafting of model NS internal regulations on the use of the emblem;
- provide technical assistance on emblem issues to NS and ICRC delegations;
- provide support to the maintenance and upgrade of Division files on NS legal base (Statutes and NS laws), emblems and integrity issues, including search for NS laws through internal and external sources;
- provide translation support as required (English, French, other languages welcome);
- conduct research on assigned topics on NS legal base, use of emblems, recognition of NS, integrity and Fundamental Principles, using Division resources, ICRC archives, available databases and external sources such as internet as available and relevant;
- participate in Division and thematic meetings as requested;
- prepare draft and final meeting reports, support documents, and other draft documents as required for internal Division reference as well as requests from delegations;
- liaise as requested with internal units and external Movement members, International Federation and NS;
- any other task required to meet Division needs.

**3. REPORTING AND SUPERVISION**

- position holder will be supervised by the Division responsible;
- priorities will be assessed and determined regularly;
- task reporting will be through the Division responsible of the file.

## **Qualifications**

### **1. REQUIREMENTS**

- Excellent knowledge of international humanitarian law.
- A Master's degree in a relevant field (e.g. international law, international relations ...).
- An excellent command of both French and English (fluency in one and very good working knowledge of the other). You will be expected to be able to converse and write notes in both languages.
- A demonstrated interest for humanitarian action, the ICRC and the other components of the Movement.

### **2. ASSETS**

- Additional languages, especially Spanish or Arabic.
- Prior experience with a component of the Movement (NS, the International Federation of Red Cross and Red Crescent Societies or the ICRC).

## **Contract**

Recruited intern will be offered a 12-month contract. The position is remunerated and based in Geneva.

## **To apply**

Interested candidates should send their complete application (cover letter, resume/CV and university results), in either English or French to: [lredalie@icrc.org](mailto:lredalie@icrc.org).

In your cover letter, you are invited to express your motivation for applying and the relevant skills you possess.

**Deadline for the receipt of applications is 2 March 2011.**

Short-listed candidates will be contacted early March 2011 for interviews. **Please be aware that the ICRC is not in a position to cover any related travel or accommodation costs.** However, interviews may be conducted by phone.