

February 2024

Title: Early Warning & Emergency Telecommunications Intern

Bureau/Dept/Unit: BDT/ARB

Supervision: Mustafa Al Mahdi/Programme Officer

Duration: 6 to 11 months maximum

Location: Field – Cairo, Egypt

ITU is the United Nations specialized agency for information and communication technologies – ICTs.

We allocate global radio spectrum and satellite orbits, develop the technical standards that ensure networks and technologies seamlessly interconnect, and strive to improve access to ICTs to underserved communities worldwide.

ITU is committed to connecting all the world's people – wherever they live and whatever their means. Through our work, we protect and support everyone's fundamental right to communicate.

Today, ICTs underpin everything we do. They help manage and control emergency services, water supplies, power networks and food distribution chains. They support health care, education, government services, financial markets, transportation systems, e-commerce platforms and environmental management. And they allow people to communicate with colleagues, friends and family anytime, and almost anywhere.

With the help of our global membership, ITU brings the benefits of modern communication technologies to people everywhere in an efficient, safe, easy and affordable manner.

ITU membership reads like a Who's Who of the ICT sector. We're unique among UN agencies in having both public and private sector membership. So in addition to our 193 Member States, ITU membership includes ICT regulators, many leading academic institutions and some 700 tech companies.

In an increasingly interconnected world, ITU is the single global organization embracing all players in this dynamic and fast-growing sector.

1. **Organizational Unit**:

The Telecommunication Development Bureau (BDT) is responsible for the organization and coordination of the work of the Telecommunication Development Sector (ITU-D) of the Union which deals mainly with ICT-focused development policies, strategies and programmes, as well as technical cooperation activities, to promote digital inclusion and drive digital transformation at community, country and regional levels. To effectively and efficiently serve the needs of ITU members, BDT is organized into four functional areas:

- Office of the Deputy to the Director and Field Operations Coordination Department

- Partnerships for Digital Development Department

- Digital Networks & Society Department

- Digital Knowledge Hub Department

The office of the Deputy to the Director and Field Operations Coordination Department is responsible for advising and supporting the Director on the direction and management of the Bureau. It is also responsible for leading all matters related to personnel, strategic, financial and operational planning and reporting processes. The department oversees the work of the Regional Offices, ensuring proper delegation of authority and accountability of the Regional Offices. This department coordinates the holding of BDT conferences and events, monitors the implementation of decisions emanating from the World Telecommunication Development Conference (WTDC), the Telecommunication Development Advisory Group (TDAG) or Council, and cooperates closely with the other Sectors of the Union and the General Secretariat on matters of relevance to BDT and the overall work of the Union. BDT Regional Directors report to this department.

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| 1. **Organizational context:**   The office of the Deputy to the Director and Field Operations Coordination Department is responsible for advising and supporting the Director on the direction and management of the Bureau. It is also responsible for leading all matters related to personnel, strategic, financial and operational planning and reporting processes. The department oversees the work of the Regional Offices, ensuring proper delegation of authority and accountability of the Regional Offices. This department coordinates the holding of BDT conferences and events, monitors the implementation of decisions emanating from the World Telecommunication Development Conference (WTDC), the Telecommunication Development Advisory Group (TDAG) or Council, and cooperates closely with the other Sectors of the Union and the General Secretariat on matters of relevance to BDT and the overall work of the Union. BDT Regional Directors report to this department. |

## **Terms of Reference / Internship Objective:**

The objective of this internship is to support the work of the International Telecommunication Union (ITU) in the field of emergency telecommunications within the Arab region. Under the supervision of the Programme Officer at the ITU Arab Regional Office, the intern will assist in various tasks related to emergency telecommunication preparedness, response, and recovery efforts. This will include, the intern will:

* Assist in conducting a gap analysis regarding the utilization of ICTs for disaster risk reduction in the Arab region.
* Support the implementation of EW4all initiative in Arab region (via analysis of GAP analysis checklist of EW4All)
* Contribute to ITU's involvement in the regional assessment report for disaster risk reduction in the Arab region

1. **Competencies**

**Technical Competencies** *(Examples of technical competencies are knowledge of regulatory frameworks, ERP or project management methodologies, etc.):*

* Knowledge of telecommunications technologies and networks.
* Familiarity with disaster risk management principles and practices.
* Knowledge of data analysis and research methodologies.
* Ability to conduct literature reviews and gather relevant information from various sources.
* Capacity to analyze and synthesize data to support decision-making processes.
* Have research skills, including the ability to identify trends and patterns of the role of telecommunications/ICTs in disaster management.

1. **Qualifications required**
2. **Education**:

University degree in ICTs (Information and Communication Technologies), disaster risk management, or a related field.

1. **Work experience**:

No work experience is required.

1. **Languages:**  
   English required and knowledge of another UN official languages (Arabic or French) would be an advantage.
2. **Training and Learning Elements:**

The intern will acquire the knowledge and experience of:

* Understanding the role of telecommunications in emergency preparedness, response, and recovery efforts.
* Learning about the ITU's initiatives and projects related to emergency telecommunications.
* Engaging with stakeholders and partners involved in emergency telecommunications activities.
* Enhancing communication and teamwork skills through collaboration with colleagues within the ITU Arab Regional Office.
* Gaining practical experience in project management, data analysis, and report writing within the context of emergency telecommunications.

1. **Additional information** *(Additional space for comments that have not been mentioned in the above sections, if any.)*

The selected intern will have the opportunity to engage in various networking events, workshops, and seminars organized by the ITU and its partners, providing valuable exposure to the latest developments and best practices in emergency telecommunications. Additionally, the intern may have the chance to collaborate on special projects or research initiatives within the Arab Regional Office, further enhancing their skills and knowledge in the field.