February 2024

Title: ITU Internship

Bureau/Dept/Unit: ITU Telecommunication Development Bureau (BDT)

Supervision: Anne Rita Ssemboga – Program Officer

Duration: 6 to 11 months maximum

Location: Regional Office for Africa (RO-AFR), Area Office for Southern Africa (HAO)

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:** (Describe the organizational setting of the post and the purpose of the post as well as any supervision given or received)   The intern will conduct his/her duties in the ITU Area Office for Southern Africa (HAO) in Harare, Zimbabwe. The objective of the internship is to provide the candidate with the opportunity to be involved in some of the key projects including reporting and mobilizing of partnerships and resources for the Telecommunication Development Bureau and the ITU Regional Office for Africa. The intern will work alongside other ITU colleagues in ensuring that the region meets their mandate and ITU thematic priorities. |

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

Under supervision of the Program Officer for, ITU Area Office for Southern Africa, the Intern will:

* Preparing and contributing in the UNSDCF commitments with specific focus on engaging and submitting reports to the UN Country Teams for the following countries Zimbabwe, Malawi, Seychelles and Mauritius and any other country determined by the supervisor.
* Research on topics covered by projects and programs under the Area Office for Southern Africa with a focus on policies and regulations related to the six pathways to transform Sustainable Development Goals (SDGs).
* Research on digital development funding and partnership opportunities aligned to the program and project portfolio of the BDT and Area Office for Southern Africa. The analysis should among others include detailed mapping of current and planned ICT and digital funding plans of the key regional and multilateral development banks and donor community in Africa.
* In line with the work items defined above, assist in producing briefings, content and background reports to support the development and implementation of ITU projects and programs. The content developed may be featured in official documents, blogs, social media and project related deliverables.

The intern may be asked to carry out any other related tasks as required by the Program Officer to contribute to the success of the team.

1. **Competencies**

Applying: Effective Communication; Learning and Knowledge Sharing; Organisational Commitment; Results Focused; Teamwork and Collaboration.

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

Studying or graduated Master's in Law, International Relations, Political Science, Human Rights, Economics and any related fields.

1. **Work experience**:

No work experience is required.

1. **Languages:**   
     
   English at advanced level.
2. **Training and Learning Elements:**

The intern will acquire excellent knowledge and experience of:

* The ITU's global mandate in ICTs.
* Drafting, analyzing and interpreting reports.
* The implementation of projects, activities and initiatives related to UNSDCF in various countries.
* Research on national and regional issues related to the development of the ICT sector and digital development.