****

**UNESCO Sponsored Traineeship Programme**

**Terms of Reference**

**Trainee in Social and Human Sciences Youth**

**GENERAL INFORMATION**

**Duration:** 12 months

**Location:** Montevideo, Uruguay

**Organizational Unit**: UNESCO Montevideo, Social and Human Sciences

**Supervisor :** Andrés Morales, Regional Specialist for the Social and Human Sciences Sector

**DESCRIPTION OF THE TRAINEESHIP**

* Assist in the research, preparation of documents and presentations on issues related to Youth.
* Provide technical and administrative support to the Specialist in his responsibilities for strategic planning, strengthening the capacities of Member States, and strengthening development programs under the Sector's mandate.
* Provide support in the development of strategic alliances, and strengthen relationships with counterparts and networks, identification of new allies and support in the mobilization of extra-budgetary resources.

**REQUIRED QUALIFICATIONS**

**Education:** Master’s degree in social and human sciences (e.g. political sciences, international relations, law, communication) or a related area. Some prior knowledge of human sciences is an advantage but not required.

**Subjects:** Youth, Social and human sciences, law, communication, or related disciplines. **Language skills:** Fluent Spanish and English are required.

**Competencies and skills:**

* Training in human rights.
* Excellent research and analysis capacity.
* Excellent oral and written communication skills in Spanish and English.
* Excellent ability to write and prepare presentations.
* Good management of social networks.
* Basic knowledge of Latin America and the Caribbean.
* Support in research.
* Development of initiatives, implementation of activities preparation of projects.

**LEARNING OBJECTIVES**

The trainee will have the opportunity to support the programming, management, implementation, monitoring and evaluation of UNESCO's programs on issues related to human rights in Latin America and the Caribbean. After the assignment the trainee will have:

1. Acquired an in-depth knowledge of the Programme of Social and Human Sciences Sector and other related activities in Latin America and the Caribbean related to UNESCO’s areas of competence.
2. Learnt how to deal with intergovernmental processes and diverse stakeholders in the field of social science.
3. Attained Field project management; setting particular objectives and develop appropriate monitoring and evaluation mechanisms.
4. Gained solid working knowledge of the operations of an intergovernmental organization.
5. Strengthened his/her analytical, communication, negotiation and interpersonal skills.
6. Acquired the ability to successfully bring on board new funding partners.

**ADDITIONAL INFORMATION**

Being an trainee at the UNESCO Regional Office for Science will allow young students/professionals to acquire understanding of UNESCO values while deepening their knowledge on science fields with a specific regional approach (Latin America and the Caribbean). UNESCO fellowships contribute towards the genuine sharing of knowledge and expertise in which each party, whether teacher or student, gives and learns.