

INTERNSHIP DESCRIPTION	
Organisation Name	UN Global Compact Network Australia
Placement Description/ Title	Research support
Host preferences	<p>Preference for Grad or Undergrad:</p> <p><input type="checkbox"/> Undergraduate (10 or 20 days) <input checked="" type="checkbox"/> Graduate (20 days)</p> <p>Number of interns required: 1</p> <p>Applicable areas of study: Arts, Law, International Relations, Human Rights and Social Justice</p>
Supervisor	<p>Name: Chris Caskey</p> <p>Title: Manager, Human Rights</p> <p>Phone:</p> <p>Email: chris.caskey@unglobalcompact.org.au</p> <p>Supervisor Qualification: LL.B. Law, LL.M. International Humanitarian Law and Human Rights, Certificate in Business, Human Rights and the SDGs in the Pacific</p>
About the Host	<p>As a special initiative of the UN Secretary-General, the United Nations Global Compact is a call to companies everywhere to align their operations and strategies with ten universal principles in the areas of human rights, labour, environment and anti-corruption. Launched in 2000, the mandate of the UN Global Compact is to guide and support the global business community in advancing UN goals and values through responsible corporate practices. With more than 10,000 companies and 3,000 non-business signatories based in over 160 countries, and more than 60 Local Networks, it is the largest corporate sustainability initiative in the world.</p> <p>In Australia, the business-led Global Compact Network Australia (GCNA) brings together participants to the UN Global Compact, including a number of Australia's leading companies, civil society organisations and universities in a platform for dialogue, learning, influence and action that is practical and leading edge. We guide businesses on how a principles-based approach to doing business by advancing the Ten Principles and contributing to the UN Sustainable Development Goals (SDGs) drives long-term business success.</p>
Intern Duties	<p>Working within the Programmes team, carry out research relating to the topic of corporate sustainability, especially on Business and Human Rights;</p> <ul style="list-style-type: none"> • Support the delivery of business and human rights related programming by conducting research, drafting and editing reports, preparing webinar run-sheets or taking notes during sessions. • Assist with the drafting, editing and proof reading of business and human rights related publications. • Drafting social media posts. • Conducting research on emerging business and human rights related regulatory trends in Australia and abroad.

Desired Skills or Qualities

- Manage relevant email and other inquiries.
- Perform administrative tasks and office management duties as required.

General:

- Excellent research, editing, writing and analytical skills.
- Strong oral communication skills.
- Good computing skills, including use of Microsoft Office Suite.

Specific:

- Experience in a working environment, preferably with a small team.
- Experience using remote working or presentation Tools, i.e. Microsoft Teams, Zoom

Preferred:

Exposure to or demonstrated interest in:

- Corporate sustainability frameworks and themes, for e.g., ESG, relevant ratings agencies, reporting and disclosure frameworks (i.e., Sustainalytics, SASB, GRI, TCFD, TNFD).
- The United Nations, international human rights law, frameworks, and processes.
- The Modern Slavery Act 2008 (Cth), the modern slavery statement process and relevant ABF Guidance.
- Business and human rights frameworks, for e.g. UN Guiding Principles on Business and Human Rights (UNGPs), OECD Guidelines for Multinational Corporations (OECD Guidelines).