

INTERNSHIP DESCRIPTION	
Organisation Name	UN Global Compact Network Australia
Placement Description/ Title	Research support
Host preferences	Applicable areas of study: Preference for Law, but relevant experience with Policy, Business, Economics, International Relations also considered.
Supervisor	Name: Dan Wilcock Title: Manager, Sustainability & Governance Email: Dan.Wilcock@unglobalcompact.org.au Supervisor Qualification: Bachelor of Commerce, Bachelor of Laws, Master of Laws - Global Sustainability & Environmental law. Eligible to practice law in the ACT and Ontario.
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 several 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 alongside the Programmes team, carry out research relating to the topic of corporate sustainability, especially on Business and Human Rights, Anti-Bribery and Corruption and the Sustainable Development Goals.</p> <p>Support the delivery of our existing grants, this may include supporting on relevant activities and grant related reports.</p> <p>Support in the coordination and support of the Bribery Prevention Network and its online Hub. The Bribery Prevention Network is an initiative of the government, corporate and civil society organisations to develop and support anti-bribery culture in Australian business. Support may include drafting and editing publications, assisting with event organisation, and preparing speaker briefing notes and other related documents.</p> <p>Support the programmes team on any related events and/or stakeholder meetings.</p>

	<p>Manage relevant email and other inquiries.</p> <p>Perform administrative tasks and office management duties as required.</p> <p>Drafting social media posts.</p>
Desired Skills or Qualities	<p>General:</p> <p>Excellent research, editing, writing and analytical skills.</p> <p>Strong oral communication skills</p> <p>Good computing skills, including use of Microsoft Office Suite</p> <p>Specific:</p> <p>Good understanding of current business, economic and sustainability issues</p> <p>General understanding of corporate responsibility and corporate criminality</p> <p>Experience in a working environment, preferably with a small team</p>