

SHORT-TERM ASP INTERNSHIP - Programme
CICC The Hague Secretariat
NGO Delegation to the 15th Meeting of the Assembly of States Parties of the ICC

Starting date: beginning of November 2016
Deadline for Application: 11 September 2016

About the CICC

The Coalition for the International Criminal Court (CICC) includes more than 2,500 civil society organizations in 150 different countries working in partnership to strengthen international cooperation with the ICC; ensure that the Court is fair, effective and independent; make justice both visible and universal; and advance stronger national laws that deliver justice to victims of war crimes, crimes against humanity and genocide. For further information about the Coalition, visit our website at:

www.coalitionfortheicc.org

The Assembly of States Parties

The CICC coordinates the activities of NGOs during the annual session of the Assembly of States Parties (ASP), which will take place from 16 until 24 November 2016 in The Hague, The Netherlands. The ASP will take vital decisions on the functioning of the ICC. With hundreds of representatives, NGOs make up the largest delegation at the ASP. For more information about the 15th session of the ASP, please visit the ASP15 website: https://asp.icc-cpi.int/en_menus/asp/sessions/documentation/15th-session/Pages/default.aspx

The Internship

For assistance during the ASP meeting, the CICC is looking for enthusiastic volunteers who are interested in attending an international conference and contributing to the work of one of the world's largest NGO networks. The ASP Programme Intern will provide support by taking notes and minutes of meetings and preparing documents, among other logistical and administrative tasks. The intern will also assist in organizing meetings with the CICC Steering Committee the weekend before the ASP, and accommodating members attending the ASP.

Qualifications

- Fluency in English; fluency in other languages, especially French, Spanish and/or Arabic is an asset;
- Advanced undergraduate or graduate student working towards a degree in Law, International Relations, History, Political Science, Area Studies or related field;
- Knowledge of and interest in the ICC and international law;
- Ability to work independently;
- Excellent writing skills;
- Cultural sensitivity;
- Available on a full-time basis from the beginning of November **until 25 November 2016**; including availability on the weekend of 12-13 November.

Remuneration

Please note that this is an **unpaid** internship and the CICC cannot cover associated transportation or accommodation costs. We recommend all prospective candidates to seek financial assistance from their

academic institutions or seek outside fellowships, grants and personal resources. The CICC cannot sponsor individuals applying for internships to help them obtain visas.

Application procedure

Please apply as soon as possible by sending a cover letter and CV by email to aspinternship@coalitionfortheicc.org with the subject header, "ASP Programme Intern."

Applications are reviewed **on a rolling basis**; therefore, it is advised to send in applications early. Short-listed candidates are invited for a telephone interview. Due to the great number of applications, only short-listed candidates will be contacted. Please be sure to indicate your available start date.

No phone inquiries please.

The CICC is an equal opportunity/affirmative action employer strongly committed to hiring and retaining diverse and internationally representative interns.