



Position Description

Title: BWC Peace & Security Policy Intern

Supervisor: Ryan Kehmna

Department: (90) Better World Campaign

Employment Status: Part-Time

FLSA Classification: Non-Exempt

This position description is intended to describe the general content of and requirements for performance of the position responsibilities. It is not to be construed as an exhaustive statement of essential functions, responsibilities or requirements nor meant to exclude other duties as assigned.

Position Overview

The Better World Campaign (BWC) works to foster a strong, effective relationship between the United States and the United Nations to promote core American interests and build a more secure, prosperous, and healthy world. BWC engages policymakers, the media, and the American public alike to increase awareness of the critical role played by the UN in world affairs and the importance of constructive U.S.-UN relations. The BWC Peace & Security Policy Post-Graduate Intern will report to the Deputy Director and work with other team members to support BWC's work by helping to track, monitor, and analyze developments and trends in the UN's peace and security work, especially with regards to peacekeeping operations.

Essential Functions:

- Tracking, monitoring, and summarizing UN Security Council and UN Peacekeeping mission mandate renewals.
- Tracking, monitoring, and summarizing Congressional hearings focused on international peace and security issues relevant to the UN's work.
- Support the Partnership for Effective Peacekeeping, a coalition in support of UN Peacekeeping, with Refugees International, Stimson Center, and Center for Civilians in Conflict. This would include helping plan monthly meetings and crafting summaries of the events.
- Research reforms at the United Nations that promote more effective peacekeeping, special political missions, peacebuilding, and conflict prevention mechanisms.
- Provide analysis of issues related to the peace and security portfolio at the United Nations and simplify for Congressional audience/general public.
- Research and draft briefing materials and documents for Congressional audience and American public on UN peacekeeping, special political missions, conflict prevention, and peacebuilding activities in areas and topics of U.S. strategic interest (Sudan/South Sudan, the Sahel, the Democratic Republic of the Congo, Haiti, and Afghanistan, among others).
- Support BWC's legislative agenda, including helping inform policymakers on United Nations work related to peacekeeping, special political missions, peacebuilding, stabilization, and conflict management.



- Assist in content management for UN peacekeeping portion of website.
- Assist events team in staging events in Washington, DC and online.

Selection Criteria

- Candidate must be enrolled in a degree-granting program during the internship or must be a recent graduate (within 8 months of graduation) of a college or university.
- Ability to take initiative and be a self-starter – while also contributing to a strong team environment.
- Ability to work under pressure and handle stress.
- Ability to meet regular attendance/tardiness policy.
- Must have a personal laptop computer and access to the Internet.
- Must be available to work a maximum of 32-40 hours per week.
- Must be authorized to work in the United States.
- Intern can work in-person, on location, in New York City, or Washington, DC. Remote options are available as well.

I have read and understand the above position description.

Printed Name: _____

Signature: _____

Date: _____