



Internship Assignment

Transparency Division
MRV/ETF Reporting and Review Subdivision

Application deadline	Announcement number	Expected start date	Duration of assignment	Modality
20 December 2025	25/Intern43/Transparency/ NDC TP	1 March 2026 or later	Three to six months	On-site

Background

The United Nations Framework Convention on Climate Change (UNFCCC) is the focus of the political process to address Climate Change. The Convention secretariat supports the Convention, the Kyoto Protocol and the Paris Agreement through a range of activities, including substantive and organizational support to meetings of the Parties.

The MRV/ETF (Measurement, Reporting and Verification and Enhanced Transparency Framework) Reporting and Review subdivision leads the work on transparency within the secretariat. To achieve the objective of the Convention and the Paris Agreement, Parties need reliable, transparent and comprehensive information on greenhouse gas (GHG) emissions, climate actions and support. By communicating information on GHG emissions and actions to reduce them, as well as on adaptation and means of implementation such as finance, technology transfer and capacity-building, the transparency and reporting system allows countries to enhance their ambition and track progress of their climate actions and at the same time, support countries to achieve Paris Agreement's long-term goals. The system includes the review of national climate reports, known as biennial transparency reports (BTRs), by international experts and the publication of review reports which provide the information on what countries are doing to fight climate change.

Objectives of the internship assignment

The subdivision is now accepting applications for 2026 internship period, which offers the opportunity to gain hands-on experience in the transparency framework of the climate change international process. We are looking for interns to support the implementation of the enhanced transparency framework (ETF) under the Paris Agreement, focusing on communications and outreach, including support for organization of the Facilitative Multilateral Consideration of Progress (FMCP) and update of the synthesis report of Biennial Transparency Reports.

The particular functions are to:

- Support the Facilitative Multilateral Consideration of Progress process**
 - Assist in creating communications materials related to FMCP, including by creating content and posts, gathering content through interviews with the representatives of the Parties, producing video clips, preparing posts for social media (Linkedin), updating webpages (English language).
 - Assist with logistical and other arrangements during the FMCP event.
- Support preparation and outreach of synthesis report on Parties' BTRs and national inventory reports**



- Communicate the information analyzed in visual and textual formats, including charts, infographics, and videos (as inputs to presentations; brochures, communications products, social media, and analytical papers and reports);
- 3. **Support promotion and outreach of technical expert reviews.**
 - Prepare LinkedIn posts promoting technical experts review reports;
 - Develop suggestions for innovative communication and outreach tools to promote the technical expert reviews via social media and prepare social media content.
- 4. **Additional job-related activities**
 - Observe the climate change negotiations;
 - Support the organization of events during the climate change negotiations, including communication and outreach of such events;
 - Produce statistics and visualizations for the internal knowledge hubs that support the reviews of BTRs.
 - Assist in the research and preparation of written content for the English Newsroom of UN Climate Change (<https://unfccc.int>) to reflect UN Climate Change negotiations and to showcase climate transparency and climate action around the world;
 - Support other tasks related to transparency as required.

Timeframe

The internship programme runs throughout year 2026 for a period of three to six months. Hence, the candidate can apply for a time frame up to six months in 2026. The timeframe, including start and end date, will be decided in consultation with the selected candidates.

Candidates are encouraged to apply at their earliest convenience clearly indicating on their cover letter, the preferred time frame(s) and duration of the internship. The selected intern will work onsite at the campus of UN Climate Change in Bonn, Germany.

Minimum requirements

- Candidates must be enrolled in a graduate school programme (second university degree or equivalent, or higher) or the final academic year of a first university degree programme (minimum Bachelor's level or equivalent) at the time of application and for the duration of the internship. Due to the diverse nature of the activities in the team, we search for candidates with different education backgrounds, such as studies in the fields of environment, engineering, economics, public relations, communication, journalism or graphic design or other related fields.
- A good understanding of the international climate change process and mitigation measures and policies are preferred.
- Candidates must be fluent in English (both oral and written) and possess strong communication skills (e.g. writing, note-taking and presenting). Knowledge of additional UN languages is an asset.
- Candidates must have experience in commonly used Microsoft 365 applications, communication and social media content development. Experience in publishing or graphic design software is an asset.



Internship conditions

UNFCCC secretariat internships are not remunerated, and the selected interns will be responsible for all costs before and for the duration of the internship assignment. Interns of the UNFCCC secretariat are not considered to be staff members. The selected intern will work on a full-time basis (40 hours per week) at the UNFCCC premises in Bonn, Germany. For more detailed information about UNFCCC Internship programme please visit the internships section on our recruitment [webpage](#).

Application procedure

Candidates who are interested in this assignment and meet the minimum requirements must use the [on-line recruitment system](#) and include a cover letter.

UNFCCC is committed to diversity and inclusion within its workforce, and encourages candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons with disabilities to apply.

Due to the high number of applications, only candidates under serious consideration will be contacted for a telephone or video interview.
