INTERNERSHIP - Islands Sustainable Development
SMALL ISLANDS ORGANISATION

Focus areas: Sustainable development, Environmental and Island Territorial Management, International Relations

Functions: Project Management / Development / Communications

Expected starting date: March 2020

Type of contract: internship, only for University students, 1st or 2nd year of Master

Duration: 6 months

Location: Aix-en-Provence (South of France)

Closing date: February 7, 2020

BACKGROUND INFORMATION

SMILO NGO supports small islands of less than 150km² towards the sustainable management of their territory and resources. Our approach aims to guarantee that human development respects and fosters islands’ good ecological and environmental status, thanks to a shared governance. The main objective is to bolster integrated operations for the preservation and sustainable management of the island’s natural resources, in relation to water and sanitation, waste, energy, biodiversity, landscapes and heritage issues. The local dynamics and these sustainable practices are recognised with the awarding of the "Sustainable Island" label. Currently, 18 islands are involved in our labelling process. Within this process, SMILO manages the Islands Fund, which finances concrete operations on the islands. To strengthen cooperation and the promotion of good practices between islands, the NGO coordinates an international network, with members from Europe, the Mediterranean, West Africa, the Indian Ocean, and Southeast Asia.

After an incubation period of three years at the Europe and International Delegation of the French Coastal Management Agency (Conservatoire du littoral), SMILO NGO was created in December 2016. It is currently composed of a Secretariat (4 employees), a Bureau (5 members), and a Board of Directors (12 members).

JOB DESCRIPTION

For a 6-month period, under the authority of SMILO Bureau, in close collaboration with SMILO Executive Secretary and the Europe and International Delegation of the French Coastal Management Agency, the intern will have the following responsibilities:

1) Creation and coordination of a call for projects "Small Grants"

The intern will develop and coordinate a small grants call for projects, based on SMILO Islands Fund model. The call for projects will be for civil society organisations in Tunisia, Cape Verde, Senegal, Madagascar and Sao Tome & Principe. The funded projects (between € 1,000 and € 3,000) should encourage the emergence of innovative solutions. The Project proposals will have to be in line with SMILO focus areas and foster the local shared governance, as encouraged by the NGO’s guiding principles.
The intern will:

- Create the call terms by developing an application and financial form, a brief summary of the procedural rules to be followed, as well as a simplified agreement
- Coordinate the call for projects and the applications reception
- Contribute to the analysis of the project proposals, in connection with the NGO Assessment Committee
- Participate in the monitoring of the funded projects

The launch of this fundraising campaign will be announced in May 2020 during the 2020 edition of Celebrate Islands, an annual event coordinated by SMIMO.

2) Prospecting of new sustainable island territories
The intern will create a catalog of small islands engaged in a sustainable approach across the world, to support the NGO’s efforts in finding new islands to integrate its network. To do so, the research criteria will be based on the major geographic areas and the following three categories of suitable islands:

- **Tourism**: with a focus on resort islands;
- **Biodiversity**: in particular in connection with the UNESCO Man and Biosphere Reserves;
- **Inhabited**: the local society is widely represented, for islands which meet SMIMO’s eligibility criteria and with less than 5,000 inhabitants.

This activity will also include a mapping of projects and financial partners that work on the development of small islands around the world, with a special focus on islands networks. The intern will create for this purpose corresponding a contact database.

3) Support the NGO’s communication and advocacy actions for the IUCN 2020 World Congress in Marseille
SMIMO will actively participate to the IUCN World Conservation Congress from June 11 to 17, 2020 in Marseille. The intern will support NGO in organising international events about islands. More specifically, he/she will help defining the events’ content and programs as well as the logistics (communication, contact with partners and providers, reception of participants, etc.).

The intern may also be asked to support SMIMO Secretariat in writing and designing content for the NGO media coverage, especially for social media (Facebook, Instagram, Twitter, LinkedIn), the Newsletter or any other media on which he / she is likely to contribute.

4) Support the NGO activities and pilot sites
The intern will also contribute to the progression of the islands engaged in SMIMO labeling process. He/she will support SMIMO partners to create and facilitate the island committees, as well as to define islands’ sustainable strategic plans.
REQUIREMENTS

- Master in environmental or social sciences (environmental policy, environmental communication, sociology / anthropology, political science, geography, etc.), with preferably a specialisation in environment, sustainable development, sustainable tourism and / or regional planning. **It is mandatory that the candidate be included in academic studies as the agreement will be between SMIMO and the University of the candidate.**

- Good understanding of project management;

- Strong written and oral communication skills. Excellent writing and editing skills in both French and English (fluency in Italian and / or Portuguese is an asset);

- Excellent analytical and synthesis skills;

- Excellent knowledge of classic office tools (Word, Excel, PowerPoint, Internet, ...);

- Ability to contact people and organisations, and find new data

- Precise, can take initiatives, and ability to work both in a team and independently;

- Strong interest in environmental issues in relation to human activities;

- Previous experience in similar tasks and/or field experience abroad will be an asset;

PRACTICAL INFORMATION

Job interviews: mid-February 2020

Working location(s): Buildings of the French Coastal Management Agency (Conservatoire du littoral), 3 rue Marcel Arnaud, 13100, Aix-en-Provence. Possible trips in France.

Monthly gross allowance: France legal internship allowances, and travel expenses linked to the assignment.

APPLICATION

If you wish to apply for this internship, please send a CV and a cover letter (in English or French) to the following address: secretariat@smilo-program.org before **February 7, 2020 at midnight (Paris time).**