

**Translation-Interpretation (EN-FR) Intern
Coalition for the ICC - The Hague Secretariat**

Starting date: February/March 2017

Deadline for Application: 28 February 2017

About the Coalition

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 internship is based at **The Hague Secretariat** of the Coalition for the International Criminal Court (CICC) in The Netherlands. **A minimum commitment of 3 months is expected from prospective interns.**

The Internship

The Translation-Interpretation Intern will work under the direct supervision of the Head of Communications and the Director of Programs in The Hague, The Netherlands. The Hague-based Programme Associate will coordinate the day-to-day supervision of the Translation-Interpretation intern.

The intern will provide translation and interpretation assistance and support to the communications and outreach work of the Coalition Secretariat, on issues such as promoting ratification and implementation of the Rome Statute; building support for international justice among representatives of government, regional organizations, civil society, academia, and the media; strengthening the capacity of civil society to advocate for justice for international crimes; ensuring meaningful dialogue and exchange on the needs and views of local civil society vis-a-vis international justice; and increasing awareness and informed understanding of international justice.

Responsibilities may include:

- Translation of Coalition communication materials and tools, including campaign materials, factsheets, background or policy documents;
- Translation, and where relevant, assisting with drafting and/or updating, of virtual communications materials, including website content, social media, and other resources;
- Interpretation from English to French, French to English at meetings and public events.
- Occasional administrative tasks.

Qualifications

- Fluency in spoken and written French and English is required; proficiency in other languages is desirable;
- Bachelor's degree is required, Master's Degree preferred, ideally with a specialization in Translation Studies, Interpretation Studies, French/English Literature, or related field. Coursework in International Law, Political Science, Human Rights, International Affairs or related field is considered an asset.
- Previous work experience in these fields is desirable;
- Knowledge of and interest in the ICC, international law and/or human rights is considered an asset;
- Strong analytical skills and the ability to take initiative, be creative, work independently at times, and multi-task;
- Experience in working with non-governmental organizations is considered an asset;
- Cultural sensitivity.

Remuneration

Please note that this is an **unpaid** internship and the Coalition cannot cover associated costs of living in The Hague (visa, transportation, accommodation costs, etc.). We recommend all prospective candidates to seek financial assistance from their academic institutions or other entities, or to seek outside fellowships, grants and personal resources. The Coalition cannot sponsor individuals applying for internships to help them obtain visas.

Application procedure

- Review the above information carefully prior to submitting an application;
- Please apply by submitting: (1) a CV and (2) a letter of motivation stating your interest in the internship and summarizing your candidacy;
- Submit your application via email to cicc-hague@coalitionfortheicc.org. In the subject line, please put "(First & Last Name) – Application for Translation-Interpretation Internship 2017";
- Within your email, state clearly your available start date for the internship.

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