



INTERNSHIP – RESEARCH ASSOCIATE

Reports to: Deputy Programme Director
Job location: Brussels, Belgium
Duration: 4-6 months

Nonviolent Peaceforce (NP) is an unarmed civilian peacekeeping force that works to reduce violence in conflict zones. We collaborate with local partners to provide proactive presence and protective accompaniment for individuals and communities at risk, and create safe spaces within which different actors can engage to manage and resolve conflict. We are looking for an energetic ideas person to join our international headquarters in Brussels.

This unique internship opportunity is in NP's Programme Department, and will report to the Deputy Programme Director. Based on NP's commitment to professional development, expectations for interns are high, and the expectations for the successful candidate in this instance even moreso. Our past interns are now working for institutions in Brussels and in international organizations worldwide. If you like routine, relish bureaucracy or are looking to put your feet up, this position is not for you. If you are hungry for a challenge, possess immense enthusiasm and stamina, and think you can help us learn from our field experience and expand our policy reach, we want to hear from you.

Key Functions

The Research Associate will be assigned the following functions:

- Undertake or coordinate applied research and analysis in one or more thematic areas relevant to NP's work (for example, civilian protection, conflict transformation, human security, peacebuilding, and violence reduction), producing a minimum of one signature product for external dissemination
- Explore innovative and cost-effective means of disseminating and leveraging knowledge products, moving beyond publications, seminars and conferences toward novel web 2.0 applications
- Develop policy papers on current and emerging issues in civilian protection, conflict transformation, human security, peacebuilding, and violence reduction
- Support development and refinement of tools and mechanisms to effectively monitor, evaluate, assure quality, and assess the impact of unarmed civilian peacekeeping
- Contribute to consolidation of lessons learned and best practices and dissemination of knowledge on unarmed civilian peacekeeping
- Enrich and expand NP's profile in academic discourse relevant to NP's work, with a particular emphasis on promoting NP as an innovative leader

- Drive and support regular dialogue and exchange with other key unarmed civilian peacekeeping actors
- Seek out and contribute to communities of practice and knowledge network relevant to NP's work, involving local and international civil society organizations, think-tanks and academic institutions, relevant governments and bilateral and multilateral bodies
- Establish linkages with the armed violence reduction and human rights communities
- Represent NP at external forums as requested by senior management
- Identify sources of information related to policy issues, synthesize best practices and lessons learnt directly linked to NP programming goals
- Monitor developments in the policy discourse, academia, etc., to ensure that NP is up-to-date on key trends and cutting-edge practice
- Analyze EU and other OECD DAC donor policies to identify new and emerging opportunities for partnership
- Maintain and improve existing contacts in European and national institutions, coordinating with other peacebuilding and development NGOs in Brussels
- Provide advice to the Executive Director on trends and issues relevant to NP's work

Other administrative and logistical tasks may be assigned as needed.

Competencies and Experience

- Intellectual leadership, resourcefulness and independent, sound judgment
- Outstanding research and analytical capabilities
- Proven knowledge of quantitative and qualitative research methodologies and associated tools
- Accuracy and attention to detail, strong respect for deadlines
- Proven ability to plan and organize projects, work streams, and events
- Ability to analyze situations and trends, identify key strategic issues, formulate options and recommendations, and develop possible response strategies
- Ability to establish priorities, allocate time and resources appropriately, ensure timely delivery of results, and respond to diverse requests
- Positive, constructive attitude toward a fast-paced work environment, demonstrating openness to change
- Proven cross-cultural effectiveness
- Demonstrated interest in international peace and conflict issues
- Command of MS Office suite, spreadsheets, databases essential
- Compelling written and verbal communication skills in English, command of additional languages (especially French and Russian) a distinct advantage
- Candidates must possess, at minimum, a university degree in a related discipline

Application Process

Interested candidates are invited to submit a motivation letter and CV to npeurope@nonviolentpeaceforce.org, subject heading "Research Associate." Recruitment and selection takes place on a rolling basis. Only shortlisted candidates will be contacted.

NP is committed to creating a professional global workforce that is representative of our movement's extraordinary diversity and breadth. To that end, NP undertakes proactive

employment equity and affirmative action measures to achieve a diverse workforce. Women, persons who come from the Global South, members of visible minority communities from the Global North, and / or persons with disabilities are encouraged to identify themselves as such in their applications for this internship.