

Internship Terms of Reference

Internship Title:	Research Intern – Data Mapping & LCSA Preparation
Reference Number	
Institute/Office:	United Nations University – [Institute/Programme/Office] (UNU-XXX)
Duty Station:	UNU-FLORES
Supervisor Name:	Waseem Ashraf
Supervisor Email:	waseem@unu.edu
Duration:	01/09/2025 to 28/02/2026
Background <p>The United Nations University (UNU) is a global think tank and postgraduate teaching organization within the United Nations System. UNU engages in policy-relevant research, capacity development, and knowledge dissemination in furtherance of the purposes and principles of the United Nations. The work of UNU contributes to solving pressing global problems that are the concern of the United Nations and its Member States.</p> <p>For the past five decades, UNU has been a source of impartial research on sustainability, human security, and economic development. With hundreds of researchers working at institutes in 12 countries, UNU's expertise spans the full breadth of the 17 Sustainable Development Goals, generating policy-relevant knowledge to effect positive global change. UNU collaborates closely with other UN entities and leading research institutions across the globe. For more information, please visit http://unu.edu</p> <p>The DFG-funded Research Training Group GRK 2250: Mineral-bonded composites for enhanced structural impact safety involves multiple subprojects (A1 to C3), each generating valuable research data on materials, structural performance, and sustainability.</p> <p>Subproject C2-III focuses on the Life Cycle Sustainability Assessment (LCSA) and the Sustainability Nexus of reinforcement measures using novel composite materials. A comprehensive integration of data across the GRK's subprojects is required to streamline LCSA frameworks and support holistic evaluation.</p>	
Description of Responsibilities <ul style="list-style-type: none"> • Conduct research work related to the Sustainability Nexus Assessment of Novel composite materials under Project GRK 2250-C2 • Literature Review & Data Collection <ul style="list-style-type: none"> ○ Retrieve and catalogue all published papers, theses, and reports from GRK 2250 (A1 to C3). ○ Extract quantitative and qualitative data relevant to material production, energy use, emissions, durability, end-of-life options, etc. • Data Structuring <ul style="list-style-type: none"> ○ Develop a structured data matrix aligned with LCSA needs (Life Cycle Inventory inputs, cost elements, and social indicators). 	

- Use spreadsheet tools or a simple database (e.g., Excel, Google Sheets, or Airtable) for data management.
- **Gap Analysis**
 - Highlight **missing or inconsistent data** for key LCSA parameters.
 - Draft short reports summarising **data completeness and reliability** per subproject.
- **Collaboration & Communication**
 - Liaise with project members of GRK 2250, particularly C2-III and C3, to clarify data and request missing elements.
 - Document correspondence and record progress in a **logbook or dashboard**.
- **Reporting & Knowledge Transfer**
 - Prepare a summary report including:
 - Data extraction methodology.
 - Structured datasets.
 - Gaps identified and resolved
 - Recommendations for next steps in LCSA modelling
- Perform other duties as assigned by the supervisor.

Indicate any learning objectives in this area.

Competencies

Values:

- **Inclusion** - Take action to create an environment of dignity and respect for all, regardless of age, culture, disability, ethnicity, gender, gender identity, gender expression, geography, grade, language, nationality, racial identity, religion, sex, sex characteristics, sexual orientation, social origin or any other aspect of identity.
- **Integrity** - Act ethically, demonstrating the standards of conduct of the United Nations and taking prompt action in case of witnessing unprofessional or unethical behaviour, or any other breach of UN standards.
- **Humility** - Demonstrate self-awareness and willingness to learn from others.
- **Humanity** - Act according to the purposes of the United Nations: peace, dignity and equality on a healthy planet.

Behaviours:

- **Connect and Collaborate** - Build positive relationships with others to advance the work of the United Nations and work coherently as One UN
- **Analyse and Plan** - Seek out and use data from a wide range of sources to understand problems, inform decision-making, propose evidence-based solutions and plan action
- **Deliver Results with Positive Impact** - Hold oneself and others accountable for delivering results and making a positive difference to the people and causes that the United Nations serves
- **Learn and Develop** - Pursue own learning and development and contribute to the learning and development of others
- **Adapt and Innovate** - Demonstrate flexibility, agility and the ability to think and act in novel ways

Qualifications

Education:

- University studies in one of the following disciplines: **Sustainability Science, Civil Engineering, Material Science, Environmental Engineering**, or other relevant subjects is required.
- Be in their final year of undergraduate study or enrolled in a graduate degree programme, or is within the two-year post-graduation (maximum) from either a bachelor's, master's or PhD degree programme.
- Basic understanding of **Life Cycle Assessment (LCA)** or willingness to learn.

Language:

- Excellent communication skills (written and oral) in English are required;
- Working knowledge of another UN language is an advantage.

Application Procedure

Interested candidates should submit their application containing:

- Brief cover letter (in English) stating interest in and qualifications for the post;
 - Current and complete CV in English;
 - [2 recommendation letters (OPTIONAL, required by some Institutes)]
- to [First Name and hiring supervisor's email or in the online recruitment system] .

Candidates invited for interview must submit prior to the interview the following documents:

- Document(s) confirming your education status (e.g. transcript or proof of enrollment);
- Proof of health and life/accident insurance valid for the location in which the internship will be carried out. Selected intern must have health and life insurance.

UNU accepts no responsibility for costs arising from accidents and/or illness or death incurred during the internship.

Stipend

Interns who are not in receipt of financial support for the purpose of this internship from other sources such as universities or other institutions will receive a stipend from UNU to partially subsidize basic daily expenses such as meals, transportation, and internet costs for the duration of the internship.

The monthly amount of the stipend will be determined for each duty station based on the stipend rates in effect. The stipend will be paid on a monthly basis and part-time internship arrangements are prorated accordingly.

Additional Information

Interns are not staff members and may not represent UNU in any official capacity.

The purpose of the Internship Programme is not to lead to further employment with UNU but to complement an intern's studies. Therefore, there should be no expectation of employment at the end of an internship.

UNU is committed to diversity and inclusion within its workforce, and encourages all candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons living with disabilities to apply and become part of the organisation.

UNU has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNU, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination.

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