The Coalition for the International Criminal Court (CICC) includes 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. The ICC is the first permanent Court with the mandate to bring to justice individuals who commit the most serious violations of international humanitarian law, namely genocide, crimes against humanity and war crimes. For further information about the Court and the work of the Coalition, visit our website at www.coalitionfortheicc.org.

Position:
The CICC is looking for an on-site French Communications/Admin Intern to assist the Communications and Program Assistant in the CICC office in The Hague, with diverse translation and administrative tasks.

Duration of the internship:
We are looking for a full-time intern available for three to six months, starting at the end of March. The internship is full-time, 40 hours per week.

This internship provides the opportunity to work in an enthusiastic, small and young international team, part of a large international secretariat and a global network and learn more on the Coalition’s communications activities.

Non exhaustive list of responsibilities:
• Translating (English-French) various content: email updates, publications, website, letters etc.
• Monitoring and compiling of ICC related news in French on a daily basis.
• Assisting with maintaining social media platforms in French
• Share administrative tasks with the Communications and Program Assistant
• Attending lectures and events related to international justice in The Hague.
• Support staff and undertake special projects and assignments as needed.

Qualifications:
We are interested in applicants whose studies were/are related to Translation and/or International Relations, Political Science, Law and/or other relevant fields.

- Native French/near native French preferred. Proficient in English.
- Experience translating is preferred.
- Willingness to perform ad hoc interpretation during meetings is considered as an asset.
- Attention to detail; Organizational and administrative skills.
- Effective team player with the ability to work and think independently, and to be resourceful and proactive.

**Remuneration**

Unfortunately, internships at the Coalition are unpaid. We recommend all prospective candidates to seek financial assistance from their academic institutions or seek outside fellowships, grants and personal resources.

The Coalition cannot sponsor individuals applying for internships to help them obtain visas.

**Application procedure:**

a) Review the information above carefully
b) Please send your CV and a cover letter to the internship coordinator at: giraudet@coalitionfortheicc.org.

**IMPORTANT:** on the subject line, please put “(Your First & Last Name) - Application for French Communication/Translation Internship 2014”.

*Applications are reviewed on a rolling basis and short-listed candidates are invited for an interview over the phone.*

*Due to the great number of applications, only short-listed candidates will be contacted.*