

## OFFICE OF CAREER SERVICES

# INTERNATIONAL ORGANIZATION JOB SEARCHES

### FREQUENTLY ASKED QUESTIONS

#### **Who should consider a career in an international organization?**

This may be a good career choice for someone who wants to make a contribution to world peace and justice. Our world is even more interconnected today than in 1945 when the United Nations (UN) was created, and therefore the goals of the UN and other international organizations, such as the Organization for Economic Cooperation and Development, are even more pressing. Many people who believe that countries must cooperate to meet the goals of peace and justice are attracted to careers in international organizations.

#### **What skills are needed to have a successful career in an international organization?**

The following skills are helpful for someone pursuing this career: initiative, communication skills, managerial skills, an ability to adjust to new and unpredictable and sometimes stressful situations, a willingness to relocate, cross-cultural sensitivity, analytic skills, and foreign language ability.

#### **How can you apply to an international organization?**

The application process can be difficult and slow because recruitment is decentralized and most international organizations are large and bureaucratic. Each organization has its own recruiting needs, and therefore the main source of jobs vacancies is the website of a particular organization. International organizations' websites are regularly updated. Moreover, affiliates or agencies of an international organization, such as the UN agencies, handle their own recruiting. They may advertise their positions in publications like *The Economist*, newsletters like *Monday Developments*, on their websites, and on university career services websites. In addition, the US Department of State maintains a biweekly listing called the *International Organization Vacancy List* which is available at its website: [iocareers.state.gov/Main/Home](http://iocareers.state.gov/Main/Home).

Some governments have Junior Professional Programs to recruit entry-level staff for two-year assignments with certain international organizations, therefore students should check with their home governments about these programs. In addition, the UN Secretariat offers the Young Professionals Program for certain positions at the P1 and P2 levels, which are in high demand by particular countries. Nationals from countries that are participating in the exam in the given year may apply and take an exam. For more information, please go to [www.un.org](http://www.un.org).

#### **How can you increase your chances of securing employment with an international organization?**

To increase your chance of securing employment, it's important to develop contacts through internships and informational interviews. There are SIPA alumni in the SIPA LinkedIn Group who work at international organizations and are willing to provide advice and guidance. This is a way to get to know the hiring managers and make a positive impression on them. Additionally, the current SIPA Student Directory provides an excellent way to get in contact with your fellow classmates who come from a variety of professional backgrounds.

### **What is the best way to start your career in an international organization?**

It may be best to start in the field because headquarters are large, and tend to be removed from the actual operations of the organization. Also, it's usually easier for junior level staff to gain more responsibilities in the field offices. A field assignment gives you the opportunity to see first-hand how the operations are set up and to gain negotiation and management skills. After a field assignment, it can be helpful to work in headquarters in order to get a "big picture" of how the system works, and to make valuable contacts.

### **How many opportunities are there?**

There is very strong competition for jobs at international organizations, which is why networking is so crucial. You may want to consider taking a consultant (contract) position because it is a good way to make contacts, prove one's worth, and gain experience; in some cases, this is the only way to gain entry. Contracts are often renewed, providing additional work. There is also greater demand for specialists than for generalists. (The UN considers a Master of International or Public Affairs graduate a generalist. Specialists must have well-developed technical skills).

Most international organizations try to achieve a balance of nationalities from different member states, as well as a gender balance. Therefore, it may be advantageous to be from a member state that is underrepresented in a particular organization.

### **What kinds of positions do the international organizations recruit for?**

Following is a list of some of the typical positions that might be appropriate for SIPA graduates:

- Administrative – This includes personnel, budget and finance. Candidates need an advanced degree and a second language.
- Development – This includes any development-related job. Candidates need an advanced degree with a specialization in finance or development economics, field experience, and strong language skills.
- Economics – These positions are currently in demand and require related experience. Sample positions include an international trade economist for the Organization for Economic Cooperation and Development (OECD) and United Nations Conference for Trade and Development (UNCTAD), a development economist for United Nations Development Programme (UNDP), and a labor economist for International Labour Organization (ILO).
- Political/International Affairs – This is the category that most SIPA graduates fall under. These generalist positions are rare and extremely competitive. Most of these positions are at the UN, either in NY or a regional office, or most likely with a field mission. SIPA graduates may be considered for political affairs officer, human rights officer or project coordinator positions. Coursework valued includes: economics, international law, political science, journalism, health studies, environmental science and public administration.
- Public Information – These rare opportunities require experience in the media- press, radio and television.
- Public Health – World Health Organization (WHO), the Pan American Health Organization (PAHO) and the Global Fund to Fight AIDS, Tuberculosis and Malaria are the key international organizations to consider in this field. These organizations recruit health professionals such as health educators and epidemiologists. They usually require a PhD degree, developing country experience and foreign languages, but might have generalist positions as well.

- Social Welfare – There are some social welfare opportunities available in field offices of the specialized and refugee related agencies.
- Consultancies - All international organizations hire short and long-term consultants to work on a specific project or focus area. However, the majority of these consultancy opportunities are not advertised, which is why it is so important to network with alumni and other professional contacts.

### **What are the salary levels at the international organizations?**

In the UN system, there are 2 categories: P levels (1 through 5) and D levels (D-1 and D-2) for the most senior positions. There is also a post adjustment for those living in very expensive cities. Visit the “UN: Salaries, Allowances, Benefits, and Job Classification” website at: [www.un.org/Depts/OHRM/salaries\\_allowances/salary.htm](http://www.un.org/Depts/OHRM/salaries_allowances/salary.htm).

The Organization for Economic Co-operation and Development salary information can be found at: <http://www.oecd.org/careers/salariesandbenefits.htm>. The salary ranges of the OECD are similar to those offered by the European Commission.

The North Atlantic Treaty Organization salary information can be found at: [www.nato.int/cps/en/natolive/86790.htm](http://www.nato.int/cps/en/natolive/86790.htm).

### **Are there short-term positions?**

In addition to short-term consultancies, international organizations also have short-term employment positions. For example, the UN Department of Peacekeeping Operations hires professionals for assistance in emergency relief and peacekeeping operations throughout the world. These assignments last up to one year. The United Nations High Commissioner for Refugees (UNHCR) also offers short-term relief positions. In addition, there are translator, interpreter, and editor positions at the UN Secretariat. They are filled from competitive exams rosters and require knowledge of at least 3 UN languages.<sup>1</sup>

### **What resources and printed materials can be of help when job searching at international organizations?**

In the OCS career resources library, there are helpful publications, including: Basic Facts About The United Nations, Economic and Social Development in the United Nations System, Careers in International Affairs and Directory of International Economic Organizations. In addition, the Lehman Library and your local library will likely have relevant publications.

## **AN OVERVIEW OF OPPORTUNITIES AT THE UN AND WORLD BANK**

### **THE UNITED NATIONS**

The purposes of the United Nations (UN), as stated in its founding charter, are to maintain international peace and security; to develop friendly relations among nations; to cooperate in solving international economic, social, cultural and humanitarian problems and in promoting respect for human rights and fundamental freedoms; and to be a center for harmonizing the actions of nations in attaining these ends. The six principal organs of the UN are the General Assembly, Security Council, Economic and Social Council, Trusteeship Council, International Court of Justice, and Secretariat. The UN family, however, is much larger, encompassing 15 agencies and several programmes and bodies, including the UN Secretariat, the UN programmes and funds, such as the UN Children’s Fund (UNICEF) and the UN Development Programme (UNDP), and the specialized agencies. Together, they provide technical assistance and other forms of practical help in virtually all areas of economic and social endeavor. For an organization chart of the UN, click on: [https://www.un.org/en/pdfs/18-00159e\\_un\\_system\\_chart\\_17x11\\_4c\\_en\\_web.pdf](https://www.un.org/en/pdfs/18-00159e_un_system_chart_17x11_4c_en_web.pdf)

## **Career Opportunities at the United Nations**

There are various ways of obtaining work at the United Nations. The first step is to research the office, programme, or agency at which you would like to work. The best place to start is the official United Nations website: [www.un.org](http://www.un.org). From there, you can explore websites of the specific UN offices for more information about their activities, funding, and management structure.

One method for entering the UN system is to apply for the Young Professionals Program. Working as a **contracted consultant** is another way to break into the system; usually these positions will be posted on the individual websites of the various UN offices.

Depending on individual qualifications such as academic degree and level of professional experience, and on funding constraints, different posts are available. The UN system contains a range of different levels; such as General Staff, UN Volunteers, Associate Experts, and International Professionals (P1/P2-P5). The information below is separated into position types with job/internship search tips for each.

### **Internship Programme at New York Headquarters**

Graduate students from diverse academic backgrounds are assigned to United Nations offices in the New York headquarters or duty stations for a period of 2-6 months. Upon completion of the internship, candidates for full-time positions must wait a period of six months before being hired.

The application process is ongoing, as positions are posted by various departments, depending on their hiring needs. Details are available at: [careers.un.org](http://careers.un.org).

In addition, internship opportunities can be negotiated directly with country offices of UN bodies. For example, SIPA students have sought out internships with UN Development Programme offices in countries of interest to them. The Resource Room at the Office of Career Services has reports from such internships for current students to review. The internship report filed in Fall 2008 and beyond are available only in electronic format through the online internship database in *SIPAlink*.

**NOTE:** Nearly all internships with the UN will be unpaid.

### **Entry Level Positions**

Entry level positions, such as P1/P2 and Junior Professional Officer (JPO), require an advanced degree but only limited professional experience. Entry level professionals are primarily recruited through the Young Professionals Programme (YPP), although occasionally P1/P2 positions are posted on the website. YPP positions may be offered in a number of occupational groups, including: administration, statistics, social development, public information, library, legal and related work, finance, language and related work, electronic data processing, and economics. The availability of positions varies from year to year, depending on the hiring needs of specific countries. For details, check the UN Careers Portal, [careers.un.org/lbw/Home.aspx](http://careers.un.org/lbw/Home.aspx).

### **Associate Expert Programme (AEP)**

This programme offers young professionals who are graduates from universities or institutions of higher education an opportunity to acquire professional experience in the technical cooperation of the United Nations Secretariat.

The Associate Experts, who may have limited professional experience, are recruited under bilateral agreements between the UN and donor countries for development projects within the UN's wide fields of competence. Associate Experts are generally nationals of these countries. Some of these countries, however, agree to finance nationals of developing countries, particularly of least developed countries, as Associate Experts.

Associate Experts perform their duties either under the supervision of an experienced expert specializing in their field and the Chief Technical Adviser of the project or the Regional Adviser. Associate Experts recruited for projects of a national character may be called upon to work under the supervision of the National Director responsible for the project.

Associate Experts' initial one-year appointment may be extended if their performance is deemed satisfactory (the standard length of appointment varies according to donor country). Upon completion of their UN contracts, a few Associate Experts take on regular staff member posts, but there is no automatic transfer to regular staff positions.

Interested candidates need to contact the sponsoring donor country to apply.  
For details, click on: [esa.un.org/techcoop/associateexperts/index.html](http://esa.un.org/techcoop/associateexperts/index.html).

### **United Nations Volunteer Programme (UNV)**

A prospective candidate can serve as a volunteer specialist and field worker in one of about 130 countries. Candidates must be at least 25 years of age and have a minimum of two years work experience. Prior volunteer work in a developing country is a plus. The vast majority of assignments are 6-12 months renewable contracts. Prospective candidates apply online; they are contacted if they are considered to be highly qualified for a vacancy that arises. Applicants must refresh their profile every 6 months, otherwise they are deleted from the roster after 2 years.

For details, go to: [careers.un.org/lbw/Home.aspx](http://careers.un.org/lbw/Home.aspx).

### **Consulting/Temporary Contract Positions**

UN offices offer consulting opportunities. Consultants are commissioned for a limited period for specific assignments. They are neither staff members nor UN officials, but independent contractors. Announcements for these positions can be found on the individual websites of the various UN offices or through networking.

### **Peacekeeping Missions**

Peacekeeping operations offer a full range of employment and consulting options including civilian administration, political affairs, human rights, humanitarian relief and legal and judicial affairs. For details on positions, click on [careers.un.org/lbw/Home.aspx](http://careers.un.org/lbw/Home.aspx).

### **Positions for Experienced Professionals**

National and international candidates with an advanced academic degree (MA, PhD), proficiency in UN languages, plus extensive professional experience can apply for higher level positions (P3-P5 levels).  
For details, go to: [careers.un.org/lbw/Home.aspx](http://careers.un.org/lbw/Home.aspx).

### **Career Opportunities at Specialized UN Agencies**

**United Nations Industrial Development Organization** - [www.unido.org](http://www.unido.org). The agency was established to promote the industrialization of developing countries through technical assistance, advisory services and training. The agency offers the following opportunities:

1. Internship Programme – for people with an advanced degree received within 2 years or currently completing one. Ad hoc positions for three to six months, and non-paid. Opportunities are ongoing.
2. Professional positions- are posted online, includes mid and senior level, as well as consultant and temporary assignments.

**United Nations Fund for Population Activities** - [www.unfpa.org](http://www.unfpa.org). This is the largest internationally funded source of assistance to population programs in developing countries. UNFPA promotes awareness of population problems and provides program and financial assistance to developing countries. The agency offers the following programs:

1. Junior Professional Officer Programme – Manage population projects; must be under 32 years old, sponsored by home country government and have an advanced degree in a social science field.
2. Summer Intern Programme – Non-paid positions; must be pursuing a degree in development studies. Candidates may apply on a rolling basis.

**United Nations Environmental Program** – [www.unep.org](http://www.unep.org) The UNEP seeks to foster enhancement of the total human habitat and further the study of environmental problems. It was the first UN agency to be based in a developing country (Nairobi, Kenya).

1. Intern Programme – Located in Nairobi offices and in non-headquarters offices; must be fluent in English and one other UN language preferred. Internship is non-paid and full-time from 3-6 months.

**United Nations Development Program** – [www.undp.org](http://www.undp.org). The UNDP is the world's largest multilateral source of grant funding for development cooperation. In each developing country, UNDP also plays the chief coordinating role for operational development activities undertaken by the whole UN System.

1. Leadership Development Programme – Two to four year program for professionals with rotational assignments in a country office; work as entry-level or mid-level manager or specialist in a UNDP practice area. Must have a master's degree, be proficient in English and one other UN language and have five years of work experience, normally post master's, in a related field.
2. Junior Professional Officer Programme – For young professionals under 32 years old; must be sponsored by home government, have MA, know two UN languages, have good computer skills and preferably one to two years of developing country experience. Entry-level salary, and one to two year contract through home government.
3. Internship Programme – Assigned to country office or NY headquarters; wide range of full-time and part-time non-paid positions. Must be in a graduate program, committed to development and speak two UN languages.

**UN Children's Fund** - [www.unicef.org](http://www.unicef.org). The UN Children's Fund was established to meet the emergency survival needs of post-war Europe and China. UNICEF now cooperates with governments to improve the survival, protection and development of children everywhere.

1. Junior Professional Officers Programme – For young professionals who are sponsored by home country government. Must be 28-32 years old, have a graduate degree, two years of relevant work experience, be fluent in English and one other language, member of participating country and apply through home country.

2. Internship Programme – Must be in a master's degree program, and fluent in English and 1 other UN language. Ongoing recruitment for six to 16 week non-paid assignments; apply two to three months in advance.
3. New and Emerging Talent Initiative – One to two-year program for professionals seeking a career with UNICEF. Must have Master's degree and be fluent in English and one other UN language. For assignments at P2 level, must have minimum of two years' experience; for assignments at P3 level, must have minimum 5 years' experience. Must be under 35 years old.

**Food and Agricultural Organization** - [www.fao.org](http://www.fao.org). FAO was established to improve agricultural productivity and food security, and to better the living standards of rural populations.

1. Young Professionals Programme – For professionals under 35 years old; minimum of MA required. Prefer one year relevant experience. Working knowledge of 1-2 UN languages required. May be assigned to headquarters or decentralized office for period of 2-4 years.
2. Associate Professional Officer – Must be national of member country, have MA, work experience and working knowledge of two FAO languages. Provides in-service training to young professionals who are selected and sponsored by home countries; two-year assignments, and must apply through home government. One to two years of relevant experience if preferred.
3. Internship Programme – To gain non-paid work experience; must be citizen of member country, fluent in one language of FAO and up to 30 years old. Positions are for 3-6 months and include a stipend.

**United Nations High Commissioner for Refugees** - [www.unhcr.ch](http://www.unhcr.ch). The High Commissioner for Refugees was established to protect refugees and promote durable solutions to their problems.

1. Roster for short-term emergency operations - three to six month assignments available; must be ready for deployment in three to seven days, have relevant degree and relevant experience.
2. Junior Professional Office Programme- Must have 2 or more years of experience if applying with Master's degree. Must also be knowledgeable in 2 UN languages. May be place in field or headquarters.
3. Internship Programme- Application is ongoing, process handled by each department separately, apply both centrally and to field/branch office, application stored for 6 months

**International Labour Organization** - [www.ilo.org](http://www.ilo.org). The International Labor Organization formulates policies and programs to improve working conditions and employment opportunities, and sets labor standards used by countries around the world. In 1946 it became the first specialized agency associated with the UN.

1. Internship Programme - Duration is three to six months either at ILO Field Offices or at the Headquarters. Can be full-time or part-time internships. Applicants should have completed graduate and/or postgraduate studies or be in the final year of undergraduate studies. Applicants must fill out a profile to get on the roster, which managers will consult as their internship needs arise.
2. Associate Expert Programme – The Associate Experts, who may have limited or no professional experience, are recruited under bilateral agreements between the UN and the donor countries for development projects or regional projects within the UN's wide fields of competence. Associate Experts are generally nationals of donor countries, however some donors agree to finance nationals of developing countries

## THE WORLD BANK GROUP

The common objective of all five of the World Bank institutions is to help raise standards of living in developing countries by channeling financial resources to those countries from developed countries. The five institutions are:

- I. The International Bank for Reconstruction and Development (IBRD) was established to lend to developing countries with relatively high per capital incomes. (*Commonly known as the World Bank*)
- II. The International Development Association (IDA) was established to provide assistance on concessional terms to the poorest developing countries that cannot afford to borrow from the IBRD.
- III. The International Finance Corporation (IFC) was established to promote growth in developing countries by providing support to the private sector.
- IV. The Multilateral Investment Guarantee Agency (MIGA) was established to encourage foreign investment in developing countries by providing guarantees to foreign investors against loss caused by noncommercial risks.
- V. The International Center for Settlement of Investment Disputes (ICSID) was established to promote increased flows of international investment by providing facilities for the conciliation and arbitration of disputes between governments and foreign investors, undertake advisory and research activities, and to publish in the area of foreign investment law.

# The World Bank

The World Bank ([www.worldbank.org](http://www.worldbank.org)) is made up of two unique development institutions owned by 187 member countries. It is not a bank in the common sense. However, it provides financial and technical assistance for education, health, infrastructure, communications, and many other purposes to developing countries around the world.

The World Bank employs approximately 10,000 staff from nearly every country in the world. They are economists, educators, environmental scientists, financial analysts, anthropologists, engineers, and many others. The Bank is headquartered in Washington, D.C., with more than 100 country offices worldwide. Approximately 3,000 staff work in country offices in the developing world. They apply their skills and the bank's resources to bridge the economic divide between poor and rich countries.

## Career Opportunities at the World Bank

### **The Internship Program**

The Internship Program is open to students who are nationals of the Bank's member countries (refer to Bank's website). The goal of the Internship Program is to offer successful candidates an opportunity to improve their skills, as well as the experience of working in an international environment.

To be eligible for the Internship Program, candidates must possess an undergraduate degree and already be enrolled in a full-time graduate study program (pursuing a Master's degree or PhD with plans to return to school in a full-time capacity). Generally, successful candidates have completed their first year of graduate studies or are already into their PhD programs.

This program typically seeks candidates in the following fields: economics, finance, human development (public health, education, nutrition, and population), social science (anthropology, sociology), agriculture, environment, private sector development, as well as other related fields. Fluency in English is required.

The Bank pays an hourly salary to all interns and, where applicable, provides an allowance toward travel expenses. Interns are responsible for their own living accommodations. Most positions are located in Washington, DC (although some positions are offered in country offices) and are a minimum of four weeks in duration.

The World Bank Group Internship Program is offered during two seasons:

### **Summer (June-September)**

The application period for the Summer Program is **December 1 - January 31** each year.

### **Winter (December-March)**

The application period for the Winter Program is **September 1 - October 31** each year.

All applications **MUST** be submitted on-line at the following website: [World Bank - Jobs](#).

The Internship Program website also has links to region-specific internships.

*In addition, SIPalink contains internship reports of students who have interned at the World Bank in the past. Current students can review them in the Internship Report Database section of SIPalink.*

### **Young Professionals Program (YPP)**

The Young Professionals Program is designed for highly qualified and motivated young people skilled in areas relevant to the World Bank's operations. In order to be competitive for this highly selective program, candidates must have demonstrated a commitment to development, supported by academic success, professional achievement, and potential for leadership. Successful candidates will receive on-the-job learning, specialized training, a poverty immersion assignment, and mentoring.

Every year, during the period of **May 1st to July 15**, applicants are asked to submit their applications on-line.

#### Minimum Requirements

- Citizen of a member country of the World Bank
- 32 years of age or younger when entering the YP Program in September
- Master's degree or equivalent at the time of application submission
- Fluent in English
- Specialization in a field relevant to the World Bank's operations such as economics, finance, education, public health, social sciences, engineering, urban planning, and natural resource management
- Significant relevant professional experience or continued academic study at the doctoral level

More information is available at the Young Professionals Program website: [World Bank - Jobs](#).

### **Junior Professional Program for Afro-Descendants (JPPAD)**

The Junior Professionals Program for Afro-Descendants (JPPAD) provides young and motivated individuals with practical, on-the-job experience and training in a global development environment, while giving the Bank an opportunity to benefit from the knowledge, talent, and diversity that participants can bring to the institution. In addition, the program contributes to capacity-building efforts in the candidates' respective home countries, as some of the graduates choose to return to contribute to economic development.

Interested candidates can apply on-line. **Applications will be kept active in the Bank's database for a period of six months.** Should a candidate still be interested in the program after six months, he/she will need to re-apply. Candidates who previously have had a long-term work relationship with the Bank are not eligible to apply.

#### Minimum Requirements

- 35 years of age or younger
- Afro-descendant, i.e., Sub-Saharan African descent
- Master's degree or equivalent in economics, finance, engineering, public health, environment, engineering, public or private sector management, anthropology, sociology, education, human resources management, or other disciplines relevant to development
- Proficiency in English and working knowledge of at least one other language such as French, Arabic, Spanish, or Portuguese
- Three to five years of relevant work experience

Successful candidates are offered a two-year contract with the Bank. The contract is non-renewable; however, candidates may compete for open-ended appointments upon completion of their two-year appointment.

More information is available on the JPPAD website: [World Bank - Jobs](#).

## Junior Professional Officers Program (JPO)

The JPO Program is a donor funded program that provides professionals from donor countries an opportunity to gain experience in an international organization. The current JPO donor countries are Austria, Denmark, Finland, France, Germany, Italy, Japan, Korea, Kuwait, Russia, Spain, Sweden, and Switzerland.

Minimum Requirements:

- 32 years of age or younger
- Master's degree
- Two years' work experience in related field
- Fluent in English

Depending on the donor agreement, JPOs are hired for two or three years, assigned to a Washington, DC or a World Bank country office. JPO positions are advertised by individual donors on a yearly basis. World Bank hiring managers interview candidates and make the final selection. Refer to the respective government Ministry websites for recruitment announcements.

## Junior Professional Associates Program (JPA)

The JPA Program looks for recent graduates (placed in the top 10 percent of their class) with strong quantitative and qualitative analytical skills, knowledge of technology and the web, and research abilities. Positions may be located in any of the Bank's offices across the world. **Recruitment and hiring for this program is ongoing throughout the year.**

Minimum Requirements:

- 28 years of age or younger
- Bachelor's degree (with some relevant experience), Master's degree, or a PhD candidate with a superior academic record. Applicants under active consideration for employment will be asked to submit academic records as well as references.
- Fluent in English
- Research and analytical skills extending to areas of specialization such as: economics, finance, human resources development (public health, education, nutrition, population), social sciences (anthropology, sociology), agriculture, environment, private sector development, as well as other related fields.

The JPA Program is not an entry point for a career in the World Bank and employment beyond the initial two-year contract **will be prohibited for a period of two years after the end of the contract.** However, some alumni may rejoin the organization later in their careers after gaining experience elsewhere and becoming experts in their professional fields. Experience under the JPA Program can serve as a stepping stone to a career in government, consulting, the private sector, or academia. JPAs are hired as entry-level professionals, on a two-year, non-renewable contract with benefits. Upon "graduation" from the program, JPAs will become members of the Junior Professional Alumni Association, an international network of people around the world who share the JPA experience and a lasting interest in the World Bank Group and its mission.

More information is available on the JPA Program website: [World Bank - Jobs](#).

**International Finance Corporation** – [www.ifc.org](http://www.ifc.org). The IFC was established as an affiliate of the International Bank for Reconstruction and Development. It is a separate and legal financial entity in the World Bank Group and belongs as a specialized agency to the UN System. Its purpose is to further economic development by encouraging the growth of productive enterprise in member countries, thus supplementing the activities of IBRD.

1. Summer Intern Program – 20-30 candidates are selected for paid positions in Washington D.C. Candidates must possess a Bachelor's degree, be a first year students in a full-time graduate study program pursuing an MBA or equivalent degree and be fluent in English and proficient in one or more other IFC languages. Application deadline is usually in January.
2. Investment Analyst Program – Two year program for BA graduates. Recruitment for Investment Analyst Program is year-round, but positions are limited.
3. Global Transaction Team – IFC's Global Transaction Team (GTT) is the starting point for their entry level Investment Officers (IOs). The GTT is their principal, centralized professional recruitment program to serve the needs of IFC's core function: private sector investment. Entry-level IO's who join the GTT normally possess an MBA or equivalent graduate degree and substantive relevant experience in international corporate finance or a similar discipline.

## **FORMAL RECRUITMENT PROGRAMS AT OTHER MAJOR INTERNATIONAL ORGANIZATIONS**

Many of the international organizations have formal job and internship recruitment programs, as outlined below. This information was accurate at the time of printing. We suggest that you look at the organizations' websites for the most up-to-date and comprehensive information, and to find out about application procedures.

Please note that this is not a comprehensive list of all international organizations, but only those with formal recruitment programs. We encourage you to contact those organizations without a formal program to inquire about ad hoc opportunities. In addition, OCS regularly receives ad hoc internship and full-time job opportunities which are listed in our recruitment software.

**International Monetary Fund** - [www.imf.org](http://www.imf.org). The International Monetary Fund promotes international monetary cooperation, facilitates the expansion and balanced growth of international trade, provides for exchange stability, establishes a multilateral system of payments, and gives confidence to members by making the fund's resources available only under adequate safeguards.

1. Summer Intern Program – Paid research project positions, prefer PhD candidates. The IMF accepts applications for the Summer Intern Program at any time. The deadline for applications for summer is usually in December. The IMF offers internships to about 25-30 graduate students each summer; students should be under 30 years old.
2. Economist Program – Two-year program for adults under age 33 years old, prefer PhD candidates.
3. Research Assistant Program – Two-year program for BA students.

**Inter-American Development Bank** - [www.iadb.org/?lang=en](http://www.iadb.org/?lang=en). The Inter-American Development Bank was established to help accelerate economic and social development in Latin America and the Caribbean.

1. Summer Intern Program – Paid positions; must be citizen of member country in an MA or PhD program, and returning to school. Proficient in one bank language, and 31 years or younger.
2. Junior Professional Program – A 24-month contract for five to ten professionals per year. Must be a citizen of a member country, and fluent in a bank working language. Minimum of an MA, and under 33 years old.

**Asian Development Bank** - [www.adb.org](http://www.adb.org). Promotes economic growth and cooperation in the region of Asia and the Far East to reduce poverty, to improve the status of women, to develop human resources, and to bring about sound management of natural resources and the environment.

1. Summer Intern Program - Must be in an MA or PhD program, a national of a member country and nominated by your school. Deadline to apply is usually in February/March each year
2. Young Professionals Program - Accepts five per year for three year assignment. Must be in an MA or PhD program, proficient in English, 32 years or younger and citizen of member country.

**Organization for Security & Co-operation in Europe (OSCE)** - [www.osce.org](http://www.osce.org). OSCE was established as a result of the Final Act of the Conference on Security and Cooperation in Europe. Its purpose is to promote better relations among the participant states and to ensure conditions in which their people can live in true and lasting peace, to exert efforts to make détente both a continuing and an increasingly viable and comprehensive process, to recognize the indivisibility of security in Europe, to strengthen the OSCE role as a pan-European and transatlantic forum for cooperative security, to recognize the close link between peace and security in Europe and the world, and to contribute to the strengthening of world peace and security.

1. Intern Program - Hire on an as needed basis for two to six month assignments, non-paid. Graduate or post-graduate level of study and age limit is 30 years old. Apply three months prior to start of internship.
2. Researcher in Residence Program - Conduct independent research; non-paid for two to three month assignments.

**World Health Organization** - [www.who.int/en](http://www.who.int/en). Coordinates programs aimed at solving health problems and the attainment by all people of the highest possible level of health. It works in such areas as immunization, health education, and the provision of essential drugs.

1. Associate Professional Officers- For young professionals who want to work on specific projects; are paid by host government. Must get information and apply from home country government.
2. Interns - Unpaid positions for 6-12 week assignments. Apply three months prior to start.

**World Trade Organization** - [www.wto.org](http://www.wto.org). The WTO was established to strengthen the world economy and to lead to more trade, investment, employment, and income throughout the world.

1. Intern Program - Ongoing recruitment for graduate students; must be national of member country and 21-30 years old. Assigned from roster for projects of up to 24 weeks duration with paid stipend.

**Organization of American States** - [www.oas.org](http://www.oas.org). OAS was established to strengthen peace, security, democracy, and development among the American nations.

1. Intern Program - Non-paid positions for graduate and undergraduate students. Must have 3.0 or higher GPA, and strong knowledge of two official languages. Positions available for fall, spring and summer semesters.

**Organization for Economic Co-operation and Development** - [www.oecd.org](http://www.oecd.org). The OECD was established to achieve economic growth and development among European and other nations, and to contribute to the expansion of world trade.

1. Young Professionals Program - Three to six positions available; must have a PhD or MA in Economics, four years relevant experience, proficiency in several languages and be a national of a member country.
2. Trainee or Internship Program - OECD does periodically accept graduate students whose area of study is directly related to the OECD's work programme as unpaid trainees. Acceptance to a specific office occurs on a need basis, subject to fluctuation from year to year. Beyond need, the OECD also strives to match candidate profiles while maintaining an equal representation of member countries.

**European Bank for Reconstruction and Development** - [www.ebrd.org](http://www.ebrd.org). The European Bank for Reconstruction and Development was established to foster the transition of Central and Eastern European countries toward open-market-oriented economies, democracy, and pluralism.

1. Analyst Program - For MA graduates who are nationals of member country and under 28 years old. 12 positions are available annually for two-year assignments. Analysts begins at London headquarters and rotate to resident office.
2. Internships - Ad hoc internships available; apply through their webpage.

**European Investment Bank (EIB)** – [www.eib.org](http://www.eib.org). The European Investment Bank was established to further the objectives of the European Union by making long-term finance available for sound investment in order to contribute towards the integration, balanced development, and economic and social cohesion of the EU Member States.

1. The Graduate Recruitment And Development (GRAD) Programme – for graduates with a degree in one of the fields related to the Bank's activity with two years' experience or less; must be a national of an EU member or candidate states. Must be fluent in English and/or French. Contract is for a maximum of two years.

**The African Development Bank (AfDB)** is the premier financial development institution of Africa, dedicated to combating poverty and improving the lives of the people on the continent. The Bank is also engaged in the task of mobilizing resources towards the economic and social progress of its 53 Regional Member Countries. Headquartered in Abidjan, Cote D'Ivoire, from where it has temporarily relocated to Tunis, Tunisia, the Bank offers a **Young Professionals Program**. The program is targeted for the recruitment of young highly qualified graduates. More details on this program and the Bank in general can be found on the Bank's website at [www.afdb.org](http://www.afdb.org).