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# YOUTH ENGAGEMENT INTERNSHIP PROGRAM

## Draft Proposal

### BACKGROUND

During the Icelandic Chairmanship, the SAOs and PPs have on several occasions discussed the issue of youth engagement in the Arctic Council and have expressed support to increase youth involvement in the Council's work. One of the steps suggested is to establish an internship program at the ACS. In November 2020, the SAOs tasked the ACS to develop such a proposal for their review.

### INTERNSHIP PROGRAM TO INCREASE YOUTH ENGAGEMENT

The ACS suggests establishing an annual youth internship program starting in August 2021. Successful candidates should be citizens of one of the Arctic States, preferably have an Arctic background and be between 20 and 30 years old. Furthermore, candidates should be students enrolled in higher education or have graduated with a Bachelor or Masters' degree no more than 12 months prior to applying for the internship. The ACS will follow standard recruitment principles as outlined in *ACS Staff Rules* article 5. Each internship will be remunerated and last for 10-12 months.

### GOAL

The overarching goal is to help increase youth engagement in the Arctic Council, providing the intern with an opportunity to experience first-hand the workings of the ACS, the Council, and its Working Groups, as well as to provide the intern with administrative and organizational professional experience in an international secretariat.

### KEY FEATURES

- The internship program will launch with one candidate.
- To gain knowledge and experience of the Arctic Council the candidate may get an opportunity to attend Council meetings, at the WG level as well as at SAO level.
- Furthermore, the candidate will gain experience of the Council and the ACS through the work of running an international secretariat through tasks within the fields of general administrative support, meeting preparations/ logistics and communications.
- The intern will in addition be expected to contribute to youth specific work of the Arctic Council.
- As the program advances, additional tasks could include developing a communications plan for targeted outreach to youth and implementing other youth engagement measures as decided by the SAOs.
- Evaluation and improvement of the program will be performed based on general experience, performance appraisal and exit interview with each candidate.

- If the initial program is successful, consider increasing with one more intern at the ACS from 2022, and/or consider developing a cooperative arrangement with the secretariats of the Working Groups of the Arctic Council to offer one or more additional internships in the other Secretariats, all under the joint umbrella of an Arctic Council youth internship program, and financed through the ACS budget.

## TERMS

- Salary according to ACS salary schedule B, NOK 323 200
- Membership in Norwegian social security scheme, pension and insurance scheme will be provided
- The intern will be subject to income tax to Norway
- Travel to/from Tromsø will be covered by the ACS (economy fares)
- ACS will assist with finding accommodation but will not cover any costs related to accommodation
- The ACS will assist with obtaining necessary permits and communication with relevant Norwegian authorities
- The total cost for a 12-month internship is approximately NOK 450 000

## APPLICATION

The ACS will post the vacant internship position in April 2021 and conduct interviews in May and June. The intern is scheduled to start on 20 August.

## CONCLUSION/PROPOSAL

As one step to increase youth engagement in the Arctic Council, an annual youth internship program will be established at the ACS as described in this proposal.

Based on the experience in the first year it will be considered whether the program can be expanded in 2022 either in the direction of hiring a second intern at the ACS, in a rotational system with other Arctic Council Secretariats or in another suitable way as appropriate and as agreed between the ACS, the Chairmanship and the Senior Arctic Officials.