



Vacancy

MEMBERSHIP PROGRAMMES INTERNSHIP POSITION (F/M/X)

The International Paralympic Committee (IPC) offers the position of a full-time **MEMBERSHIP PROGRAMMES INTERNSHIP POSITION (f/m/x)** in an international and multicultural team at the IPC Headquarters in Bonn, Germany, starting in July 2022.

ABOUT THE IPC

At the IPC, we work as one team, aligned and focused on fulfilling our vision and mission.

The IPC's vision is for an inclusive world through Para sport. We believe that **Change Starts With Sport**, and that the work of the Paralympic Movement is a catalyst for driving social inclusion and advancing the UN Convention on the Rights of Persons with Disabilities and the UN's 17 Sustainable Development Goals.

The IPC seeks to use the influential global position of the Paralympic Movement and the growing profile of Para athletes to challenge the stigma attached to disability and empower social transformation.

The IPC is the global governing body of the Paralympic Movement. We supervise the organisation of the Paralympic Games and Paralympic Winter Games and serve as International Federation for 10 Para sports. We enjoy a positive working relationship with the IPC Governing Board, members of which are democratically elected every four years by the IPC General Assembly.

The IPC is a purpose-driven non-profit association. Our mission is to lead the Paralympic Movement, oversee the delivery of the Paralympic Games and support members to enable Para athletes to achieve sporting excellence. Since 1989, we have been creating change through sport with the Paralympic Games and Paralympic athletes at our core.

INTERNATIONAL PARALYMPIC COMMITTEE

Adenauerallee 212-214, 53113 Bonn, Germany / paralympic.org
programmes@paralympic.org / Tel: +49 228 2097-200 / Fax: +49 228 2097-209

ROLE

The Membership Programmes Intern will be supporting the Membership Programmes Co-ordinator in the area of Monitoring, Evaluation and Learning and will assist in planning implementation, monitoring, and reporting of IPC's projects.

CORE RESPONSIBILITIES

- Assist in conducting data collection, analysis, and visualisation.
- Support processes to maintain project databases.
- Assist in updating Intranet and Extranet.
- Contribute to internal and external reporting.
- Provide administrative and logistical support to the team.

CORE REQUIREMENTS

- Currently enrolled in a university degree or equivalent qualification in sport management, research methods, sociology or a relevant field.
- Passion for the IPC's vision, mission and values.
- Excellent verbal and written command of English; additional languages are an asset.
- Interest experiencing an intercultural environment.
- Good interpersonal and communication skills
- Open, creative and innovative mindset.
- Experience in research and data analysis.
- Good use of Microsoft Office 365 (Word, Excel, PowerPoint).
- Experience handling SharePoint and related tools, such as Power Automate and Power Apps, is an advantage.
- The internship must be a mandatory part of one's studies.

Do you want to [apply](#)?

If you are interested and provide a good match with our requirements, please send your CV and cover letter in English and in pdf to programmes@paralympic.org.

Applications will be accepted on a rolling basis, with final deadline of 24 June 2022.

The IPC is an equal opportunity employer, and we especially encourage individuals with a disability and members of minority groups to apply. For further information on the IPC, please contact us or visit our website under www.paralympic.org.

We look forward to your application!

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