



Vacancy

ATHLETE INTERNSHIP

(F/M/X)

The International Paralympic Committee (IPC) offers the newly created position of two full-time paid **Athlete Internships (f/m/x)** in an international and multicultural team at the IPC Headquarters in Bonn, Germany, starting in **June 2025**.

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, a purpose-driven non-profit association, is the global governing body of the Paralympic Movement. We oversee the delivery of the Paralympic Games and Paralympic Winter Games and serve as International Federation for five 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. Since 1989, we have been creating change through sport with the Paralympic Games and Paralympic athletes at our core.

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.

ROLE

The IPC seeks motivated Paralympians for the Athlete Internship Programme, a new 12-month programme designed to provide retired Paralympic athletes with experience within the sport management sector and Paralympic Movement. Participants will focus their application on one of the IPC's departmental areas described below – Membership Engagement, Brand and Communications,

INTERNATIONAL PARALYMPIC COMMITTEE

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Finance, Games Operations, Legal Compliance, or World Para Ice Hockey– and, if selected, will gain hands-on experience, practical skills, and mentorship tailored to their selected role. This programme prepares participants to leverage their athletic experience, and in particular their personal insights from participating in a Paralympic Games, and contribute meaningfully to the Paralympic Movement and the wider sports industry. Each **Athlete Intern (f/m/x)** is accountable to the Working Area/role Manager.

CORE RESPONSIBILITIES

Responsibilities will vary depending on the chosen role. Below are role-specific responsibilities:

Membership Team - Membership Engagement

- Support the Membership team by promoting effective communication and engagement initiatives with IPC members.
- Assist in developing programmes to strengthen member relationships and enhance the overall membership experience.
- Gain experience in stakeholder engagement, diplomacy, and fostering collaboration within a diverse global network.

Brand and Communications Team - Communications and Brand

- Assist in digital content creation, marketing campaigns, and storytelling efforts to grow the IPC's audience.
- Participate in brand management initiatives, including positioning, audience engagement, and strategy execution.
- Contribute to the development and implementation of brand strategies to elevate IPC's visibility and reach.

Finance Team - Financial Management

- Contribute to financial planning, budgeting, and reporting processes aligned with IPC's strategic goals.
- Support data collection, analysis, and visualization to drive informed decision-making across departments.
- Gain exposure to financial practices within a global non-profit organisation, including resource allocation and business performance evaluation.

Games Operations Team - Major Event Operations

- Support operational planning for major events, including the Paralympic Winter Games.

- Assist in venue management, design, and readiness processes, ensuring accessibility and stakeholder satisfaction.
- Collaborate with various partners, including government agencies and contractors, to deliver Games services.

Legal Team - Compliance and Ethical Governance

- Assist in drafting contracts, policies, and compliance-related documents relevant to international sports organisations.
- Participate in workshops and projects addressing legal and ethical issues, including athlete rights, anti-doping regulations, and inclusivity.
- Contribute to risk management and governance initiatives, ensuring alignment with IPC's ethical standards.

World Para Ice Hockey - Administrative and Event Management

- Work closely with teams, Local Organising Committees (LOCs), and IPC departments to ensure smooth communication and collaboration throughout event preparation.
- Contribute to ongoing projects such as gender equity initiatives, development programme implementation, and team communication for events.
- Support stakeholder management, operational logistics, and strategies to grow participation, particularly among women and underrepresented groups.

SPECIAL QUALIFICATIONS REQUIRED

Finance Team - Financial Management

- University degree or professional training in finance, accounting or business administration. Familiarity with general accounting procedures and basic knowledge of financial regulations are required for this role.

Legal Team - Compliance and Ethical Governance

- Legal qualifications (such as a law degree) are required for this role.

CORE REQUIREMENTS

- Retired Paralympian, with a strong interest in transitioning into the sport management sector and passing on the enthusiasm for the Paralympic Movement.

- Interest in one of the identified IPC departmental areas (Membership Engagement, Brand and Communications, Finance, Games Operations, Legal, World Para Ice Hockey).
- Strong interpersonal and communication skills, with the ability to collaborate effectively in team settings.
- Self-motivated, proactive, and eager to learn, with a commitment to personal and professional growth.
- Fluency in English, with excellent communication skills, diplomacy, and sound judgment.

DESIRED REQUIREMENTS

- Commitment to actively engage in training, projects, and learning opportunities.
- Alignment with IPC's organisational values: passion, authenticity, trust, inclusion, care, and strategy.

The Athlete Internship (f/m/x) programme includes two paid full-time internships, limited to a duration of 12 months in Bonn, Germany. (Accessible) housing can be provided.

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 JobsMembership@paralympic.org.

For this position, we will review applications and interview candidates on a rolling basis, with final deadline of **16 February 2025**.

The IPC is an equal opportunity employer, and we especially encourage individuals with a disability and members of minority groups to apply; we support the relocation process and provide transitional accessible accommodation. 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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