

ORGANIZATION	National Institute of Urban Affairs (NIUA)
PROJECT	Climate Centre for Cities
NO. OF INTERNS	2 positions i. Intern (Climate Policy for Urban Act) ii. Intern (Nature based Solutions for Climate Centre for Cities)
DURATION OF INTERNSHIP	3 Months (Immediate Start)

About the National Institute of Urban Affairs (NIUA):

Established in 1976, the National Institute of Urban Affairs (NIUA) is a premier institute of the Ministry of Housing and Urban Affairs, Government of India, for research and capacity building for the urban sector in India. NIUA’s broad objective is to bridge the gap between research and practice on issues related to urbanization. For more than 40 years now, NIUA has been the vanguard for contributing to and building the urban narrative for a fast evolving urban India. The Institute has been actively working on bringing forth key areas of concern for urban India in order to build the urban discourse at various urban scales. It has utilized its competencies in research, knowledge management, policy advocacy and capacity building to address urban challenges and continuously striving to develop sustainable, inclusive and productive urban ecosystems in the country. It has emerged as a thought leader and knowledge hub for urban development in India and is sought after by both Indian and international organizations for collaborations and partnerships in India’s urban transforming journey. NIUA is committed towards aligning its efforts towards achieving Sustainable Development Goals (SDGs) through all its initiatives and programmes.

About the Climate Centre for Cities

The Climate Centre for Cities (C-Cube) has been established at NIUA with support from the Ministry of Housing and Urban Affairs (MoHUA) to create synergy across all climate actions which are being undertaken in Indian cities by various stakeholders. Our Vision “To Build Climate Action in Cities”. Urban development informed by climate resilience is important for not only steering the growth towards a 5 trillion economy but also improving the quality of life of urban residents. The centre plays a pivotal role in developing partnership networks, building the capacities of city managers and key decision-makers, co-creation of policy frameworks and strategies documents, designing tools, assessment frameworks, and data observatories, and developing solutions for planning and implementation of climate-resilient project interventions at cities and advocating for local actions.

About the Urban Act Project

The Urban-Act: Integrated Urban Climate Action for Low-Carbon & Resilient Cities initiative is designed to strengthen national frameworks and enhance city-level capacities for collaborative climate action. Focused on building climate resilience, the initiative spans India, Indonesia, China, the Philippines, and Thailand, with NIUA involved in implementation of Urban-Act in India. This project aligns with the ambitious goals of the Nationally Determined Contributions (NDCs), Sustainable Development Goals (SDGs), and Convention on Biological Diversity (CBD) targets. The project’s overarching objectives are to bridge gaps in national and state-level policies for promoting climate-resilient urban development, build local capacities for integrating climate measures into urban development, identify project concepts for climate action investments, and enhance knowledge through regional networking, exchange, and learning.

Responsibilities:

- Research support for knowledge products, India Climate Dialogues, Climate Simplified, and topics under climate action and policy, gender, youth, Nature-based Solutions etc.
- Writing and reviewing engaging content for reports, websites, social media pages and public communications
- Conducting research on climate-specific themes, coordinating with various departments, and updating media lists. Coordination and collaboration with internal and external partners
- Design thinking for publications and other modes of presentation. Contribute and assist in making creative presentations, infographics, videos etc.
- Working with various project teams, understanding their message and target audience, and generating/ editing & proofreading copy concepts.
- Assisting in creative knowledge products (IEC material including print & digital brochures, newsletters, bulletins and, annual reports, etc.)
- Developing content for social media, websites, newsletters, bulletins, press releases, annual report and any other distribution channels to deliver the project content.
- Support documentation of communications collateral, including photos, videos, audio, transcript, etc.

Qualifications and Skills:

- Minimum Bachelor's Degree in Urban Design/ Urban Planning/Management, Public Policy related disciplines from a reputed university/institute with technical knowledge of climate action and urban development preferred
- Experience: 0-2 years
- Excellent Verbal and Written command over the English Language
- Proficient in MS Office applications, especially MS Word, MS PowerPoint and MS Excel; Basic knowledge of design tools like Canva, photoshop, Adobe Photoshop, Illustrator & InDesign and video editing tools
- Demonstrated ability to multi-task and thrive in fast-paced, high-pressure situations
- Good interpersonal skills
- Great Team Player

Writing sample and CV to be shared

Location: Based out of the office at NIUA, New Delhi.

Stipend: As per the internship policy of NIUA.
