International Council of Nurses

International Health Policy Internship Program

Introduction

The International Council of Nurses (ICN) is a federation of national nurses' associations (NNAs), representing the more than 16 million nurses worldwide. Founded in 1899, ICN is the world's first and widest reaching international organisation for health professionals. Operated by nurses for nurses, ICN works to ensure quality nursing care for all, sound health policies globally, the advancement of nursing knowledge, and the presence worldwide of a respected nursing profession and a competent and satisfied nursing workforce.

As part of a dynamic team, the Health Policy Intern (HPI) is expected to actively work across the organisation with the aim of assisting ICN to drive the global health policy agenda through advancing nursing practice, informing and influencing public policymaking, and promoting positive collaborative relationships with other health sector stakeholders.

This position provides opportunities to work in Geneva for up to a period of six months. The HPI position is suited to a Registered Nurse who has a high level of maturity and an independent approach. This HP internship is free of charge and not remunerated by ICN.

1. DESCRIPTION OF THE HEALTH POLICY INTERNSHIP

Goals and expected outcomes

A placement at ICN would afford an HPI the opportunity to:

- Experience at first hand the management and structure of an international non-governmental organisation, its purpose, programme objectives and methods of achieving its goals
- Be exposed to the international health environment, both within and outside the nursing profession
- Become familiar with the operations of other significant international organisations, particularly those in the UN system such as the World Health Organization and the International Labour Organisation
- Contribute to one or more ICN core projects or programmes
- Work with nurses, as well as management and administrative staff, to obtain a first hand view of current international health issues
- Be present at international conferences and disseminate work outputs through peer referred journals or trade literature
- Assist ICN to deliver on its strategic plan
Involvement, responsibilities and tasks

The specific tasks/projects assigned will depend on a suitable match between the intern’s expertise and objectives and ICN’s needs.

Networking opportunities will be made available through contact with other nursing and health related organisations in Geneva and elsewhere.

2. STRUCTURE OF THE INTERNSHIP

The HPI will be placed full time at ICN’s headquarters in Geneva, working five days a week at ordinary office hours (40 hours/week). Travel outside the Geneva area is not currently anticipated, although the opportunity could arise.

If the intern has a personal project on which s/he wishes to work, for example writing a thesis, preparing course work, independent study, writing or research, some time could be negotiated for including these activities within her/his work week. For these purposes, the ICN Resource Centre and library, and the opportunity to consult with ICN professional staff, will be at the HPI's disposal.

3. MENTOR

The HPI will be supervised by one or more of ICN’s staff, depending on the particular task being undertaken. Mentorship will be provided by the Director of Administration and Human Resources, who will be responsible for the administrative details of the HPI’s stay, including housing, working hours, liaison with other staff, orientation and integration into the ICN team.

4. REQUIREMENTS FOR THIS PLACEMENT

The HPI should be a qualified/licensed nurse, be held in good standing within the profession and have at least several years of experience post registration, and hold, at minimum, a Master’s degree, but Doctoral qualification is desirable. A high level of written and oral communication is required, with good research and analytical skills, and good inter-personal skills. Written documents produced by the HPI will be in English. However, a working knowledge of French or Spanish is desirable. The HPI selected should have enough experience to be able to function independently for finite periods of time as the need arises.

5. DURATION AND DATES

The minimum period for an HP internship at ICN is six weeks; however the preferred length is between anywhere from two to six months. Duration can be negotiable, depending on applicant.
6. COSTS OF LIVING

The cost of living in Geneva is high and an HPI will need to be supported by home university or institution. ICN will provide furnished accommodation. ICN will make all the necessary arrangements for entry permit and legal papers and will provide the office space and access to equipment and resources. Travel costs between the HPI's place of residence and Geneva will not be borne by ICN. However, if there are expenses directly associated with the HPI’s work at ICN (e.g. duty travel, meeting registration fees) these costs will be borne by ICN.

7. DOCUMENTS REQUIRED FOR WORK PERMIT

Depending on nationality, ICN may need to obtain a work permit for the HPI in order for her/him to work at ICN. The Director of Administration and Human Resources will advise the HPI in due course which information/documents are required.

How to Apply:

Applicants are to submit Resume and Covering letter outlining how applicant could assist in one or more ICN core projects or programs core as identified in EOI.

Resumes, including contact information for 3 reference persons, must be received by e-mail (recruitment@icn.ch) or by post (3, place Jean-Marteau, 1201 Geneva – Switzerland).