



World Athletics, the global governing body for track & field and long distance running and the No. 1 Olympic sport, has an internship opportunity to work with the Sustainability team as a project assistant based at its headquarters in Monaco.

Reporting to the Head of Sustainability, the intern will assist with projects and campaigns related to the World Athletics Sustainability Strategy.

Eligibility for this 6 months assignment:

- Enrolment in a graduate-level degree programme, or final year of a first university degree programme or recently graduated (within one year)

Duties and responsibilities may include:

- Assist with development, implementation and promotion of new and ongoing projects including the World Athletics' Sustainable Events Management System ([link](#)) and its Athletics for a Better World Standard ([link](#))
- Provide research assistance
- Travel to major World Athletics events and competitions or regional and international conferences to support campaigns and research assistance
- Assist with the planning and scheduling of workshops, trainings and other meetings
- Help produce promotional content as needed for events and campaigns
- Assist with campaign impact analysis
- Prepare meeting notes, minutes and reports
- Draft, edit, and revise internal and external documents, presentations, and other material
- Work with other World Athletics departments to continue to build a broader organisational approach to sustainability

Desired qualifications and skills:

- Strong interest in environmental, social and economic sustainability
- Strong interest in communication and campaigning
- Proficiency in Microsoft Office; some web design and social media skills an asset
- Strong spoken and written communication skills
- Fluency in English is essential; any other language is an asset
- Basic understanding of and an interest in sport broadly, and athletics in particular, is an asset
- Effective time management and strong organizational skills
- Ability to adapt priorities and outputs to changing circumstances in a fast-paced environment

- An interest in research, new learning opportunities and sharing knowledge

The position is open to EU citizens or those with permission to work in Monaco only.

Remuneration: €900 per month

Send CV and cover letter to World Athletics Head of Sustainability:  
[sustainability@worldathletics.org](mailto:sustainability@worldathletics.org), copy: [emploi@worldathletics.org](mailto:emploi@worldathletics.org)

Deadline for applications: 25 September 2022

Proposed start date: 17 October 2022