

## GLOBAL GREEN GROWTH INSTITUTE INTERNSHIP

### GGGI–Pohang City Internship Program

**Location:** Republic of Korea, GGGI Headquarters

**City:** Seoul

**Internship duration:** 3 months (with possibility of 3-month extension)

**Hiring manager:** Hiring manager designated by each hosting department

**This internship is offered in the context of GGGI's partnership with Pohang City under the New Frontier Group (NFG). It aims to create learning opportunities for students and recent graduates from Pohang to engage with GGGI's work, while contributing to activities linked to NFG-supported initiatives.**

The Global Green Growth Institute (GGGI) is a treaty-based international, inter-governmental organization dedicated to supporting and promoting strong, inclusive and sustainable economic growth in developing countries and emerging economies. To learn more please visit [about GGGI](#) web page.

The Global Green Growth Institute internship program provides a unique learning opportunity for students and recent graduates from diverse academic backgrounds. The program is designed for talented and motivated individuals skilled in areas relevant to GGGI's operations. The program allows selected candidates to gain insight into the work of the Institute and provides assistance and training in various professional fields in a multicultural environment. We encourage qualified women and men, particularly nationals of developing countries, with diverse professional, academic, and cultural backgrounds to apply.

#### CURRENT OPPORTUNITY

The **GGGI–Pohang City Internship Program** is a joint initiative between the Global Green Growth Institute (GGGI) and Pohang City, designed to provide early-career professionals with hands-on exposure to international climate policy, green growth strategies, and global partnerships. Interns will be placed across selected units at GGGI Headquarters in Seoul and will contribute to policy development, partnership engagement, strategic communications, and program coordination related to green growth and sustainable development. The program aims to build practical skills while fostering the next generation of climate and sustainability professionals.

The selected interns will have the opportunity to:

- Gain exposure to GGGI's governance, partnerships, and programmatic work
- Work closely with international staff in a multicultural environment
- Develop professional skills in research, coordination, and strategic communication
- Participate in internal meetings, briefings, and knowledge-sharing activities

In terms of **unit placement**, Interns will be placed in one of the following units, based on organizational needs and intern profiles:

- Center for Thought Leadership

- Front Office of the Department of Green Growth and Implementation
- Governance & Partnerships Units
- Communications Unit
- Dept of Strategy, Results & Global Initiatives (DSGI)

## 1. Center for Thought Leadership (CTL)

The Center for Thought Leadership (CTL) unit leads GGGI's work on climate policy analysis and evidence-based impact assessment. To support its growing global program portfolio, the CTL is seeking a motivated and detail-oriented intern to assist in evaluating the effectiveness of climate policies. The internship will contribute to CTL's efforts to improve the quality and availability of data on climate policy impacts, inform national climate actions, and enhance knowledge sharing across countries and institutions. Tasks will include data collection and harmonization, policy impact analysis, and support for strategic outreach and knowledge related activities.

The Intern for CTL will support GGGI's contribution to enhancing climate policy databases by expanding geographical and sectoral coverage, particularly in developing countries, and improving the comprehensiveness, consistency, and usefulness of the underlying data. The intern will focus on climate policy data collection, harmonization and early-stage analytical work for the ex-post evaluation of climate policy impacts. S/he will support the CTL Policy Team's different work streams, notably the Climate Actions and Policies Measurement Framework (CAPMF) developed under the OECD International Programme for Action on Climate, ideally starting from December 2025.

Main tasks will include:

- Collect, process, and harmonize climate policy data across developing countries, with a focus on mitigation instruments of GGGI Member and partner countries.
- Conduct desk reviews of selected countries, mapping policy actions over time and by sector.
- Support the maintenance, quality control, version tracking, and day-to-day management of GGGI's climate policy databases and data infrastructure.
- Contribute to the development of data collection strategies, methodologies, questionnaires, and policy indicators to ensure data quality, comparability, and replicability.
- Review literature and practices on ex-post impact assessment of climate policies.
- Prepare and disseminate climate data and indicators through visualizations, reports, policy briefs, presentations, and other knowledge products.
- Support the organization of workshops, webinars, consultations, and other stakeholder engagement activities.
- Contribute to project concept notes, Knowledge Sharing Program (KSP) activities, and resource mobilization proposals.
- Participate actively in team meetings and follow-up discussions.

Qualifications required for an intern at CTL are:

- To have, or be in the process of completing, an advanced university degree in Economics, Statistics, Data Science, Environmental Science, or a related field with a strong quantitative focus.

- High proficiency in quantitative data analysis methods, with a good command of STATA, Python, R, or similar analytical software, are preferred.
- Strong analytical and problem-solving skills, with the ability to work with complex datasets.
- Good knowledge of climate policies, green growth concepts, and international environmental policy is a plus.
- Excellent English written and verbal communication skills, with the ability to present technical information to non-technical audiences.
- Motivated self-starter, with demonstrated ability to work effectively and sensitively in teams, and excellent cross-cultural communication skills.

## **2. Front Office of the Directorate of Green Growth and Implementation**

The Directorate of Green Growth and Implementation (DGGI) is seeking an Intern to support its Front Office team, which oversees Program and Project Cycle Management (PCM) for earmarked funds. This internship is designed for recent graduates or final-year students who are interested in gaining hands-on experience in project development, donor-funded programming, and internal coordination within an international development and climate-focused context.

The Intern will work closely with Front Office staff to support project identification and proposal development processes, as well as the preparation of analytical, visual, and communications materials used for donor reporting, internal analysis, and quality assurance of project and program documentation. This role offers strong learning opportunities in pipeline management, data visualization, and institutional processes.

### **Main tasks will include**

- Create clear and visually engaging flowcharts (using Visio or similar tools) that explain the process of developing project ideas into fully funded initiatives.
- Support the finalization of GGGI's internal manual for earmarked resource mobilization (i.e the "PCM2 Manual"), including formatting, editing, and preparation for publication.
- Assist in developing dashboards within CRM and GO systems to analyze project pipelines, identify funding trends from key donors, and support the selection of case study countries.
- Help establish and maintain a digital resource library containing proposal development samples, templates, and guidance documents to support resource mobilization.

### **Qualifications for the Front Office Intern include**

- Recently completed or near completion of a university degree in a relevant field such as environmental science, climate policy, international development, development communications, or a related discipline.
- Strong working knowledge of Microsoft Office applications, particularly Excel, and familiarity with Visio or other visualization and presentation design tools.
- Demonstrated interest (through coursework, internships, or projects) in areas such as resource mobilization, proposal development, communications, data analysis, or digital tools.
- Strong written and verbal communication skills in English, with attention to detail and a willingness to learn.

## **3. Department of Partnerships, Governance, and Communications – Governance &**

## **Partnerships Units**

The Intern for the Department of Partnerships, Governance, and Communications (DPGC) will support GGGI's work at the intersection of governance, partnerships, and strategic communications. The internship offers hands-on exposure to the governance of a treaty-based international organization, including support to governing bodies, high-level diplomatic engagement, multi-stakeholder partnerships, and institutional communications. The intern will work closely with the Governance Unit and the Partnerships Unit, contributing to activities that strengthen Member State engagement, partnerships, and GGGI's institutional visibility.

Main tasks will include:

- a. Support partnership-related activities, including partner research and preparation of briefing materials and presentations, engagement under platforms such as the New Frontier Group (NFG) and coordination with sub-national and non-state actors.
- b. Support the preparation and coordination of governing body meetings, including the Assembly, Council, and related consultations, through background research, documentation, and logistical support.
- c. Assist in the planning and delivery of high-level events and diplomatic engagements, including GGGWeek, ministerial sessions, receptions, and stakeholder dialogues.
- d. Assist with general administrative and operational tasks as required to support the effective functioning of the Department.

Qualifications required for Governance and Partnerships intern are:

- Strong research and analytical skills, with the ability to synthesize policy, external partner, and stakeholder information
- Excellent command of Microsoft Office (Word, Excel, PowerPoint) and design tools for presentations and visual material.
- Experience in organizing meetings and events involving government officials and representatives of international organizations.
- Experience in liaising with government officials on events and logistics support.
- Strong attention to detail and ability to manage multiple tasks efficiently.
- Excellent written and verbal communication skills in English
- Ability to work collaboratively in a multicultural environment.

## **4. Department of Partnerships, Governance, and Communications – Communications Unit**

The Communications and Knowledge Sharing Unit plays a leading role in raising the profile of the organization through developing and disseminating relevant and impactful communication materials relevant to support country-led, regional, and global events and initiatives.

Main tasks will include:

- Assist in preparing and publishing content on GGGI's social media platforms and maintaining a consistent flow of audience relevant content from country and regional offices.
- Provide support in preparing for GGGI's external weekly newsletter, support gathering content input from country, regional, and HQ offices, supporting with layout and distribution.
- Support in conducting media research relevant to GGGI programs including media

consumption and social and behavior change communication trends.

- Support the Communications Unit with communications work around GGGI's upcoming events, conferences and workshops including design of branding and other conference materials and distribution of these through the most appropriate channels.
- Support GGGI's knowledge sharing flagship event – Global Green Growth Week 2026
- Assist in preparing communications materials (i.e., brochures, reports, and publications)
- Assist in collecting, editing, and storing/archiving of pictures and videos.

Qualifications required for Communications intern are:

- Academic background and/or professional experience in communications, media, marketing, or design.
- Strong understanding of marketing principles, including audience segmentation.
- Knowledge of and experience using digital platforms for social impact communications (e.g., LinkedIn, Instagram, Facebook).
- Experience with design and video editing tools such as Canva, CapCut, etc.
- Proficiency in Microsoft Office and Microsoft 365 applications.
- Excellent written and verbal communication skills in English.

#### **5. Dept of Strategy, Results & Global Initiatives (DSGI) - Global Initiative Unit (H2G Initiative)**

The Global Green Growth Institute (GGGI) is committed to supporting the global transition toward a sustainable, low-carbon future. As part of this mission, GGGI has launched the **Hydrogen to Green Growth (H2G)** initiative to accelerate the development and deployment of clean hydrogen solutions. H2G aims to play a catalytic role in advancing clean hydrogen as a strategic pathway for climate mitigation and economic transformation. Through this initiative, GGGI fosters international cooperation, mobilizes partnerships, and promotes knowledge sharing among countries dedicated to building a clean hydrogen economy.

The Global Initiatives Unit is seeking an intern to support the H2G initiative. As an intern, you will gain valuable experience in areas critical to advancing clean hydrogen globally. This includes exposure to hydrogen-related research and data analysis, insights into policy coordination and project incubation, and practical involvement in organizing international forums that convene governments, industry leaders, and experts. This internship offers a unique opportunity to engage directly with renewable energy policy, international collaboration, and project development within a leading global organization.

Main tasks will include:

- a. Conducting research and data analysis on hydrogen-related topics;
- b. Supporting hydrogen project development and implementation activities;
- c. Assisting in the organization of international forums and related events focused on clean hydrogen.

Qualifications required for a Global Initiative intern are:

- Excellent command of Microsoft Office, Excel and design tools for presentations and visual material.

- University degree in a relevant field, preferably in energy, environmental science, engineering, climate policy, international development or related field.
- Relevant work experience in renewable energy, energy efficiency, or climate policy.
- Excellent English written and verbal communication skills.
- Ability to work collaboratively in a multicultural environment.

## **ELIGIBILITY**

Applicants to the GGGI internship program must at the time of application meet the following requirements:

- Be enrolled in a Bachelor's (final year), or in a Master's or PhD program, or have graduated within the past 12 months.
- Be engaged or recently engaged in academic study in a field related to GGGI's work.
- Be able to independently secure and provide proof of valid health/medical insurance coverage for the full duration of the internship, as such coverage is not provided by GGGI.

## **IMPORTANT INFORMATION**

**Duration:** The internship program is for three or six months. Once selected, interns must be able to begin their internship on a date agreed upon with the relevant unit.

**Stipend:** GGGI interns receive a monthly stipend of USD 500 per month for working 40 hours per week (and will be adjusted accordingly depending on the intern's university rules on working hours). All costs related to travel, insurance, accommodation, and living expenses must be borne by the interns.

**Travel:** Interns will arrange and finance their travel to the internship location.

**Medical Insurance:** Interns must present proof of valid medical insurance to GGGI upon returning the signed internship contract.

**Confidentiality:** Interns must keep confidential any and all unpublished information obtained during the internship and may not publish any documents based on such information.

**Academic Credit:** Interns may get academic credit from their institution of higher education for the internship. Interns need to check with their university to confirm their academic credit policy for internships.

**Working Hours:** Interns are expected to work during normal working hours. Leave should be pre-approved by the Intern Manager, and the latter should inform the Office of HR accordingly.

**Learning Outcomes:** Before completion of the internship, Intern Managers are expected to review the learning outcomes with the intern.

**Certificate:** Provided upon successful completion of the internship, upon request.