

***Terms of Reference***

**Internship in Disaster Risk Reduction and Climate Change Adaption**

**About us:**

[**Prepared International (PPI)**](https://www.prepared-international.org/) **is an expert consultancy** that specializes in research and capacity building services in the field of **Disaster Risk Reduction, Preparedness and Resilience, as well as Climate Change adaption and Emergency Management**. The experts at PPI work together to inform political decision-making while providing effective capacity building strategies in the long term. The PPI approach encompasses a holistic set of tools for approaching Disaster Risk Reduction (DRR), including the development of preparedness models, organizational development and restructuring, self-adaptive systems, and strategies for governance and mass evacuation. A sign for its unique work, Prepared International received 2023 as first private company the special recognition of the Averted Disaster Award.

**Our mission:**

As guiding mission, **PPI seeks to offer detailed, specialized expertise in the field of Disaster Management to design strategies for resilience that are both practical and detailed**. This includes Operational Continuity Management for urban areas, developing and mature economies, strategies for high-risk zones, and cooperation in Disaster Risk Management for communities in conflict, including those in post-conflict regions. PPI also offers long-standing expertise in simulation design and capacity-building strategies. PPI is proud to have long-standing experience in capacity assessments and investment planning that was developed in collaborative missions for the world’s leading organizations in the field: UNDAC Disaster Preparedness System, UNDP, EU and national systems, as well as the World Bank Ready to Respond(R2R) methodology.

**Our team:**

Our team of **top tier international and local experts** works towards applying lessons gathered at the forefront while developing and implementing new concepts and tools, such as the development and implementation of the mission methodology for Mass Evacuations in Natural Disasters (MEND) Preparedness Missions, or the application of the stress-test methodology.

Our experience features a **global focus, with the Sustainable Development Goals (SDG)** as a point of reference both during assessments and in our recommendations for future development. All PPI experts are driven by the understanding, that stronger preparedness of communities and societies is possible with the right investments in this field.

**We seek an intern to join our team remotely for a duration of 6 months and support our efforts in addressing the challenges of working on DRR and policy related issues at this pivotal time. The internship is renumerated by a stipend.**

**The Internship is supposed to begin during January 2024 and will provide strong learning elements.**

**Your tasks:**

Among your tasks will be to support a project related to High Impact, low probability disasters as well as to Urban Disaster Resilience in the Middle East. In addition, the incumbent will work on topics related to the strengthening of disaster preparedness in Germany. Topics of the internship will vary and can be discussed, also according to the incumbents’ thematic interests. Given that the intern will support international projects related to disaster risk management, the internship might entail travelling as part of a project-related mission. In case travel leads to places outside of the EU, PPI will cover additional insurances and vaccinations as needed.

**Further learning elements:**

* Implementation of projects related to the analysis of emergency management systems, early warning and evacuation preparedness, flood risk management and similar
* Proposal design on Disaster Risk Reduction, Emergency Management and Climate Change Adaption
* Design and implementation of a media strategy in the abovementioned fields
* Working under the guidance of top-tier experts in the field of DRR

**Your profile:**

* Background in disaster risk reduction, emergency management, humanitarian aid, development cooperation, climate action, resilience building or similar related field
* Bachelor Studies finalized (ideally in one of the abovementioned fields)
* Highly motivated and impact-driven individual, ready to make a change
* Previous experience with proposal writing and drafting
* Excellent writing skills
* Strong analytical skills
* Excellent command of German and English (written and spoken)
* Social media savvy (previous experience with LinkedIn and Twitter are an asset)

**Applications including Letter of Motivation and a detailed CV to be sent to**

**Prepared International (PPI)**

Samerberg, Germany

Email: office@prepared-international.org

Web: <https://www.prepared-international.org/>

Please note that only applications by email (indicating RE: internship) can be accepted.