

Internship Terms of Reference

Internship Title:	Research Fellow – Social Science(Internship)
Reference Number	N/A
Institute/Office:	United Nations University – Institute in Macau
Duty Station:	Macao, China
Supervisor Name:	Jaime Stuart
Supervisor Email:	stuart@unu.edu
Duration:	6 months, exact dates to be confirmed (contingent to visa approval)
Background The United Nations University (UNU) is a global think tank and postgraduate teaching organization within the United Nations System. UNU engages in policy-relevant research, capacity development, and knowledge dissemination in furtherance of the purposes and principles of the United Nations. The work of UNU contributes to solving pressing global problems that are the concern of the United Nations and its Member States. For the past five decades, UNU has been a source of impartial research on sustainability, human security, and economic development. With hundreds of researchers working at institutes in 12 countries, UNU's expertise spans the full breadth of the 17 Sustainable Development Goals, generating policy-relevant knowledge to effect positive global change. UNU collaborates closely with other UN entities and leading research institutions across the globe. For more information, please visit http://unu.edu UNU Institute in Macau (UNU Macau) is one of 14 research and training Institutes that comprise the think tanks in the UNU system. UNU Macau is dedicated to research, training, and education on digital technologies for sustainable development. It promotes evidence-based actions and policies to support the achievement of the Sustainable Development Goals. UNU Macau is located in the Macao Special Administrative Region (SAR) of China, the only UN entity in the city. Situated within the Greater Bay Area, one of the most dynamic regions in the world, UNU Macau benefits from its proximity not only to mainland China and Hong Kong SAR but also to many other Asian countries, offering unique opportunities for researchers and experts to maximize research impact. For more information, visit macau.unu.edu.	
Description of Responsibilities Under the supervision of the Senior Researcher – Team Lead, the Social Science Research Fellow will contribute to research, communication, and dissemination efforts, with a focus on and social science topics related to digital technology and society. The responsibilities will include: 1. Collaborating on the development of academic journal articles, policy briefs, and research reports addressing issues such as digital inclusion, online violence, video games, and the use of AI.	

2. Assist in synthesizing research findings into accessible and engaging written content for both academic and non-academic audiences.
3. Support the preparation of presentations and visual materials for conferences, webinars, and stakeholder engagements.
4. Conduct literature reviews and background research to inform writing and policy analysis.
5. Contribute to the editorial process, including proofreading, formatting, and ensuring consistency across outputs.
6. Reside full-time in Macau for the duration of the contract.
7. Perform other tasks assigned by the Institute's management and the supervisor.

Indicate any learning objectives in this area:

The student will gain experience in academic and policy-oriented research and writing, learning how to translate complex social science research into impactful communication. They will develop skills in literature synthesis, research dissemination, and interdisciplinary collaboration, while deepening their understanding of digital society issues and their policy implications.

Competencies

Core Values:

- Respect for Diversity
- Integrity
- Professionalism

Core Competencies:

- Awareness and Sensitivity Regarding Gender Issues
- Accountability
- Creative Problem Solving
- Effective Communication
- Inclusive Collaboration

Qualifications

Education:

- University studies in one of the following disciplines: psychology, social sciences, or related fields, with a focus on human subjects research, behavior, and knowledge mobilization.
- Demonstrated experience in academic writing, literature reviews, or policy communication.
- Strong ability to synthesize complex research findings into accessible content for both academic and non-academic audiences.
- Familiarity with research communication formats, including journal articles, policy briefs, and presentations.
- Experience with editorial processes, including proofreading, formatting, and content structuring, is an asset.
- Proficient in Microsoft Office applications, especially Word, Outlook, and PowerPoint. Experience with design tools (e.g., Canva) is a plus.
- Candidates must be in their final year of undergraduate study, enrolled in a graduate degree programme, or within two years post-graduation (bachelor's, master's, or PhD).

Language:

- Excellent communication skills (written and oral) in English are required;

Application Procedure

Interested candidates should submit their application containing:

- Brief cover letter (in English) stating interest in and qualifications for the post;
- Current and complete CV in English;

Candidates invited for interview must submit prior to the interview the following documents:

- Document(s) confirming your education status (e.g. transcript or proof of enrollment);
- Proof of health and life/accident insurance valid for the location in which the internship will be carried out. Selected intern must have health and life insurance.

UNU accepts no responsibility for costs arising from accidents and/or illness or death incurred during the internship.

Stipend

Interns will be in receipt of financial support from the sponsoring university.

Duration of contract:

The duration of the internship is 6 months. It is a placement in Macao, SAR.

Expected start date: November, 2025, earlier if possible.

Contract commencement date is subject to approval of candidate's legal stay to Macau (a "Special Stay" enabling candidate's work eligibility, leading to Category D Visa of China Exit Permit)

Assessment

Evaluation of qualified candidates may include a desk review and/or a competency-based interview, and references.

Additional Information

Interns are not staff members and may not represent UNU in any official capacity.

The purpose of the Internship Programme is not to lead to further employment with UNU but to complement an intern's studies. Therefore, there should be no expectation of employment at the end of an internship.

UNU is committed to diversity and inclusion within its workforce, and encourages all candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons living with disabilities to apply and become part of the organisation.

UNU has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNU, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination.