

TERMS OF REFERENCE – Intern for IWA/ISME Bio Cluster

IWA is a worldwide network for water professionals and companies, with a membership comprising leading companies in the fields of water services, infrastructure engineering and consulting as well as more than 10,000 experts within the water sector. The IWA network is structured to promote multi-level collaboration among its diverse membership groups, and to share the benefit of knowledge on water science, technology and management worldwide. Each year IWA organizes and sponsors over 40 specialized conferences and seminars on a wide variety of topics in water management in locations worldwide. IWA publishes 12 scientific journals and 40+ books per year on water management. IWA develops leading edge innovations and synthesizes these through the work of the 49 IWA Specialist Groups, 4 Clusters and a set of global programmes focused on for example Cities of the Future, Water, Energy and Climate Change and Basins of the Future. IWA has a worldwide staff of approximately 40, with headquarters in London and offices in The Hague (Netherlands), Singapore, Beijing and Nairobi. SG Clusters are formed in order to facilitate cross-cutting research and dialogues. Currently we have three clusters: the Alternative Water Resources Cluster, IWA/ISME BioCluster, and Resource Recovery Cluster. For more information on these Clusters visit the IWA website – Get Involved. BioCluster is partnered with the International Society of Microbial Ecology (ISME) and aims to link microbiological and engineering sciences in the field of water and wastewater treatment. More information about this cluster can be found at the [BioCluster webpage](#).

Under the general supervision of the Manager of Science & Technology and Specialist Groups, the intern has the responsibility to:

1. Support the compilation and development of key material for the IWA/ISME Bio Cluster

- a. To carry out literature review of microbial ecology in bioscience and biotechnologies in water and wastewater
- b. To synthesize the current status on microbial ecology in different bioscience and biotechnologies: research stage, pilot stage and full-scale application stage
- c. To collect a set of good case studies that demonstrate the application of advanced microbial methods in water sector

2. Identify knowledge gaps and provide inputs to the development of cluster concepts, and to the cross-links of the cluster with SGs, and relevant partners

- a. To identify knowledge gaps, identify external partners who can fill in the gaps
- b. To contribute to the development Bio Cluster on future focus , research agenda and strategic planning

3. Support the development and dissemination of communication products relating to the cluster

- a. To regularly update the IWA Bio Cluster website
- b. To provide support to the online platform of the cluster
- c. To support the development of communications products including blogs, news updates through a variety of social media and IWA website;

The above job description contains the main duties and responsibilities for this position. The intern may be asked to undertake other tasks and missions that are reasonably allocated to them but which are not part of their regular job description. This will be in consultation with the intern, and line manager(s) in IWA.

As the main result of the internship, one Bio Cluster compendium report will be produced and launched during the World Water Congress in Brisbane (09-13 October 2016).

Key Selection Areas:

ESSENTIAL:

- University level education in a relevant discipline (civil engineering, environmental engineering, water and wastewater treatment, environment), desirable Master's level.
- Experiences and knowledge on both molecular microbiology and water engineering
- Ability to communicate and write effectively in English including ability to undertake research and synthesize information into summary reports and for database entry
- Advanced user of MS Office, particularly Excel and Word and database software
- Experience in updating and maintaining websites ;
- Ability to work effectively in a team environment and to take initiative;
- Organizational and time management skills with a proven ability to manage competing priorities monitor and coordinate administrative processes and information flows to meet deadlines;
- Well-developed verbal communication and interpersonal skills, including demonstrated ability to communicate with people from a variety of cultural backgrounds;
- Eligible to work in the Netherlands.

Work percentage: 100%

Duration: 6 months, starting March 2016, with possible extension

Duty station: IWA Global Operations, The Hague, Netherlands

Reporting to: Manager, Science & Technology and Specialist Groups

How to apply:

Applicants are asked to submit their CV **in English** and a supporting letter of motivation along with the names and contact details of three referees. Applications should be submitted by e-mail before **31st January 2016** to: IWA Human Resources department, Thais Gonçalves, recruitment@iwahq.org

IWA is an equal opportunity employer.

Please note that if you have a sponsor, grant or scholarship to support this internship, please inform us in the supporting letter of motivation.

ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED