

## The Copper Mark Intern Job Description

### Overview

Copper is essential to the clean energy transition. [The Copper Mark](#) wants to ensure that copper is responsibly produced. Our vision is for Copper Mark participants to be recognized by their employees, neighbors, customers, investors, and civil society as having adopted internationally accepted responsible operating practices and making significant contributions to the UN's Sustainable Development Goals.

[The Copper Mark Monitoring and Evaluation System](#) was developed to track and analyze the progress toward the goals and intended impact as defined in the Theory of Change. The Copper Mark is looking for an **Intern** to complement our small and dynamic team. You will play a key role in the implementation of the Copper Mark's monitoring and evaluation system, stakeholder mapping, and risk analysis. This is a full time, paid internship for 3 months.

### Responsibilities

The Intern is responsible for supporting the development, implementation, and reporting of the organizational performance management framework to ensure effectiveness and quality of the Copper Mark Assurance Framework. The intern will aid program staff in measuring performance using the monitoring indicators, researching the baseline, conducting analysis, and contributing to the report on results. The Intern will also assist in conducting research to inform the Copper Mark's stakeholder mapping and engagement strategy. Additional research on risk profiles will be expected to inform increased attention to issues management, revisions to the Copper Mark Criteria, and capacity building initiatives. This is an excellent opportunity for a master's student or recent grad to gain experience in the corporate sustainability and business and human rights space. The Intern will report to the Director of Assurance and Impact.

Specifically, the Intern will:

- Conduct research to inform the baseline study on
  - Market (customer) requirements for responsible production of copper
  - Market (investor) requirements for responsible production of copper
  - Industry performance on responsible production
- Assist with the design and development of case studies to understand the Copper Mark's impacts in local communities;
- Assist with the design and development of methodologies to collect, analyze, and report on data related to indicators;
- Assist with the identification of areas for improvement in the indicators and / or monitoring and evaluation system;
- Conduct research on risk profiles within the copper industry for various issues;
- Conduct stakeholder mapping of end-users, investors, civil society, communities, and other interested parties;
- Assist with writing or editing;

- Assist with data management, cleaning, and quality control;
- Support the team through various administrative duties.

## Qualifications

We are looking for a dynamic individual with a critical mind geared toward research and analysis.

### Minimum qualifications

- Excellent research, writing, and analytical skills.
- Knowledge of the subject matters covered by the Copper Mark assurance framework.
- Ability to manage diverse activities and to meet deadlines required; flexibility to changing situations and priorities desired.
- Outstanding communication skills with a demonstrated ability to engage with various types of stakeholders.
- Ability to deliver highest quality, written deliverables with keen attention to detail.
- Relevant college degree.

### Desired qualifications

- Previous experience implementing monitoring and evaluation systems.
- Knowledge of minerals and metals production and supply chains.
- Knowledge of Spanish is a plus.
- A team player who is self-motivated.
- Excellent project management skills.

## General

The position is based remotely and reports to the Copper Mark Director of Assurance and Impact. Starting date is between 1-31 May 2022.

The candidate will be expected to work 38.5 hours per week for a period of 12 weeks.

## To Apply:

Please send CV to [info@coppermark.org](mailto:info@coppermark.org) by 15 April 2022. Applications will be reviewed on a rolling basis.