

Terms of Reference

**Interns (STTs; Short Term Temporary)
for Korea Green Growth Trust Fund (KGGTF)
Planet Vice Presidency Unit (VPU) Front Office
(The KGGTF Youth Internship Program)**

The World Bank Korea Green Growth Trust Fund (KGGTF) is seeking 12 Interns (hereinafter "Intern") to participate in the 2nd KGGTF Youth Internship Program aimed at nurturing and empowering young professionals in the field of green growth through hands-on skill acquisition and capacity building for six months. The program includes a series of lectures, site visits, and supporting the KGGTF operations.

Background and Objectives:

Do you want to build a career that is truly worthwhile? Working at the World Bank Group provides a unique opportunity for you to help our clients solve their greatest development challenges. The World Bank Group is one of the largest sources of funding and knowledge for developing countries; a unique global partnership of five institutions dedicated to ending extreme poverty and boosting shared prosperity on a livable planet through sustainable development. With 189 member countries and more than 120 offices worldwide, we work with public and private sector partners, investing in groundbreaking projects and using data, research, and technology to develop solutions to the most urgent global challenges. For more information, visit www.worldbank.org

The Planet Vice Presidency Group helps countries tackle their most complex challenges in the areas of Agriculture, Climate Change, Environment and Natural Resources, Social Development, and Water. Hosted by the Planet Vice Presidency Group, the Office of the Chief Economist (GSSCE) primarily supports knowledge-intensive activities, undertakes research, promotes collaboration, and liaises with the academic community. It seeks to empower teams with knowledge and information to deliver the best global advice to client countries. The Office aims to serve as a small think-tank for the Vice Presidency Group to ensure that investment and advisory decisions are informed by the latest rigorous evidence.

The Korea Green Growth Trust Fund (KGGTF) is a partnership between the World Bank and the Republic of Korea, established in 2011. Under the Planet Vice Presidency Chief Economist Office Unit, the KGGTF aims to operationalize inclusive green growth initiatives and investments, supporting countries in achieving Sustainable Development Goals. KGGTF's programs are fully integrated within the World Bank's country financing and policy dialogue, accelerating green growth and sustainable development. Since its inception, the KGGTF has linked grant-funded programs to over \$24 billion in World Bank lending and co-financing, demonstrating a significant impact on global green growth efforts.

KGGTF provides grant support across seven sectors, which are essential in promoting sustainable development. These sectors include Agriculture, Energy, Environment & Natural Resources, Transport, Water, Urban, Rural & Land, and Digital Development. By focusing on these areas, the KGGTF ensures a comprehensive approach to addressing the multifaceted challenges of green growth, from infrastructure development to the implementation of innovative digital technologies.

Tasks and Deliverables

The intern will engage in the leadership program consisting of lectures, site visits, and assignments, while working closely with the KGGTF team to support its operations, including assisting Knowledge Exchange (KE) visits of the World Bank project teams to Korea, monitoring and evaluation activities, communication-related deliverables, and partnership engagement. Interns will primarily work remotely from their homes while being required to attend in-person sessions, including any offline meetings, lectures, site visits, and KE visits organized by KGGTF.

1. Knowledge Development and Engagement:

- Participate in lectures and site visits and complete the program assignments. The topics of the assignment will be mentored and guided by the KGGTF team.
- Program assignments include one team assignment and two individual assignments.
- ✓ 1 Team Assignment: Produce an in-depth case study on KGGTF's grant projects
- ✓ 2 Individual Assignments: Produce (1) communication material(s) (hereinafter "Comms") promoting and highlighting the grant projects/activities of the KGGTF (essay, articles, infographics, video clips, etc..) (2) a review essay on the overall experience of the program.
 - i. Depending on the quality of the assignments, selected pieces will be edited and published on WB KGGTF's website and/or dedicated publications with authorship credited to the authors.
 - ii. Case study topics will focus on successful KGGTF's grant projects on green growth, sustainable development, climate adaptation/mitigation, to carbon neutrality, etc. Interns will be given a topic and form a team for the assignment.
 - iii. The topics of the assignments are subject to change upon internal decision-making or the progress of interns.
- Interns will be expected to actively participate and support the operation of the internship program.
- Interns may interview the lecturers for their case studies or comms projects.

2. Professional Experience:

Support the overall implementation of various KGGTF's operations, including support for the Knowledge Exchange (KE) visits of World Bank project teams to Korea, partnership engagement, communication activities, and monitoring and evaluation activities (M&E). Detailed Tasks will be assigned based on the interests of selected Interns to enhance their professional development.

- Participate in KE visits of the WB teams in person and provide coordination support; Document the visit while developing a draft summary of key takeaways from meetings and site visits (this may also entail interviewing personnel from the KE visits and including the interviews in the draft summary); Facilitate communications and, if necessary, provide a limited scope of Korean-English translation.
- Assist KGGTF's efforts on research, partnership engagement, communication activities, and M&E activities. This may also include but are not limited to drafting articles/infographics related to KGGTF program and its outputs.
- Assist the operation of the KGGTF internship program as part of partnership and engagement.

3. Professional Guidance and Reporting:

Interns are expected to report directly to the KGGTF team and seek guidance whenever needed.

Specific skills and competencies include:

- Master/PhD Graduate Student (preferred), Senior-level Undergraduate, or recent Graduate (graduated within one year) from universities in Development studies or related fields (e.g., Environment Science and/or Engineering, International Development/Public Affairs, or other related disciplines).

- Professional or academic experience with Urban/Transport/Energy/Environment/Water/ICT/Agriculture (at least one) sector issues is a plus;
- In-depth knowledge of Microsoft Office applications (MS Word, Excel, PowerPoint);
- Excellent written and oral communication skills in both English and Korean;
- Strong interpersonal communication skills;
- Experience creating videos and infographics is a plus;
- Ability to follow through with work-related tasks with minimum supervision.

Rewards:

- Certificate of Completion signed by KGGTF upon successful fulfillment of program activities and courses, verifying STT hiring of the intern.
- Interaction with distinguished World Bank staff and expert-led lectures on green growth.
- Well-crafted knowledge products may be published in KGGTF newsletters or annual reports.
- Select Interns may be offered additional working opportunities with the KGGTF based on evaluation.

Supervision and Timing (for details of the program, see Attachment 1 Schedule):

Start date: December 17, 2024

End date: May 31, 2025

The intern will be given a 160 hours (20 days) contract under the supervision of Hyounghun Wang, KGGTF Program Manager, and will work closely with the Korea-based KGGTF team. If needed, the intern will also work with other KGGTF members and relevant WB (World Bank) staff to achieve KGGTF objectives. Terms of Reference can get modified and/or work scope can expand if it aligns with KGGTF operational needs.

Payments to the STT will be made against invoices to be submitted by the intern via the World Bank ST payment site. Travel and subsistence costs (if any) related to the assignment will be covered by KGGTF, provided full itemized claims, together with supporting documentation, are provided within 3 weeks of mission completion.

The World Bank Group is committed to achieving diversity in terms of gender, nationality, culture, and educational background. Individuals with disabilities are equally encouraged to apply. All applications will be treated in the strictest confidence.

[Annex 1] the 2nd YIP Program Schedule (tentative schedule, subject to change)

Month	#		Speaker	Date/Venue
12	1	Kick-off meeting & Orientation	<ul style="list-style-type: none"> • Senior Economist KC • Program Manager Hyoung 	17-Dec
		WB Lecture #1 to introduce the World Bank and KGGTF: principles of green growth and the role of international organizations in promoting sustainable development.	<ul style="list-style-type: none"> • WB KGGTF Inhye Bak • WB KGGTF Jiyon Shin • WB KGGTF Yoon Ju Heo 	10:30am
		<ul style="list-style-type: none"> • Invite 4-5 former interns • Introduce OLC lectures: WB operation / WB Climate change/ SD 	<ul style="list-style-type: none"> • WB Senior Program Coordinator Jisun Kim from OLC 	(2hr)
	2	WB Lecture #2 on international organizations (IO) and how to enter them. [Senior Economist Kwangchul Ji]		
	3	WB Lecture #3 What is Green Growth and Sustainability?	• WB KGGTF Jiyon Shin	23-Dec
	4	WB Lecture #4 KGGTF Operations and Career Talks		10am
		Following, details about the program	<ul style="list-style-type: none"> • Operations Analyst Inhye Bak • Senior Consultant Yoonju Heo 	(2hr)
	5	Team-building meeting	<ul style="list-style-type: none"> • WB KGGTF Jiyon Shin • WB KGGTF Inhye Bak 	23-Dec
		In-depth introduction + Team activities*		After the lectures
				(2.5hr)
	*	Team Assignment, create a team of 2~3 members + pick a team leader and submit a draft proposing an in-depth case study on KGGTF's past or current grant projects. *The end product is expected to be published in KGGTF's newsletter as a special feature article. A needs assessment in Dec. will be conducted prior to forming groups		26-Dec
1	6	WB Lecture (online) #5 on World Bank's Projects "Sustainable Development Through Cooperation: Green, Resilient, and Inclusive Development"	• WB Chief Economist Richard Damania	15-Jan (1h) 9pm Seoul, 7am DC time
	7	WB Lecture #6 IFC's work		
	8	Member meeting (after the lecture)	Lunch	17-Jan
	9	WB Lecture #7 on WB's Energy Sector	• WB (senior) specialist -EEX	23-Jan 1:30 pm Songdo office 37fl.
	10	WB Lecture #8 on WB's Digital Development Sector	• WB (senior) specialists -DD	23-Jan 2:30pm Songdo office 37fl.
	*	Team Assignment, 1 st presentation (ppt & writing draft)		23-Jan
		-Present preliminary findings on the Case Study and receive feedback		3:30-5:00pm

3	11	Site Visit #1 K-partner (i.e., Sudokwon Landfill Corporation)	• Department of Global Cooperation Team Manager	4-Feb 1:10pm-3:10pm	
	12	WB Lecture #9 on WB's Urban Sector (online)	• WB (senior) specialists	6-Feb	
	13	WB Lecture #10: WB water (online)	• WB senior specialist	11-Feb	
	14	Member meeting after the lecture Team Assignment, 2nd draft presentation (ppt & writing) -Present findings on the Case Study and receive feedback			11-Feb
	15	Site Visit #2: Int'l Organization , briefing "Climate Action and Inclusive Development" Iclei EA HQ/AFoCo (https://afocosec.org/)/GGGI/UNDP Seoul Policy Centre/UNPOG	• TBD	13-Feb 10am	
	16	WB Lecture #11: WB Environmental Sector * Career talk (online)	• WB specialist	18-Feb	
	17	Private Sector Lecture #1 (i.e., Happy Habit (re-usable cups for cafes) Or Hyundai Motor Group)	• Invited Lecturer • Or Site visit	20-Feb 10am	
	18	Member meeting	Interns present their findings	20-Feb	
	*	Team Assignment, final : Case study knowledge product (writing) is due		26-Feb	
	19	Interns' Talk (Green Youth Intern day) Last year's interns also invited.	Interns share their experiences	27-Feb 2-3hr	
	20	Site Visit #3 Han River restoration project		7-March (fri)	
	*	Comms Individual Assignment #1: propose idea		1-March	
	*	Comms Individual Assignment #1 due : interns will revise their comms output according to KGGTF's input		30-March	
	4	21	Member meeting		April 17
	5	22	Int'l Forum & Closing Ceremony *1 Special lecture *International Organizations' participation *Certificate of completion *Showcasing participants' knowledge products and media products *Participants will be mobilized for the preparation of the ceremony	• Guests: -Officials from the Ministry of Economy & Finance -Guest Speakers -International Org. Partner Universities • WB KGGTF	22-May 14:00-17:00 TBD
		*	Individual Assignment #2 *Participants will submit an Individual essay on the experiences of the Youth Program		31-May