

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 **15 interns** (hereinafter "Intern") to participate in the **3rd KGGTF Youth Internship Program**, which aims to nurture and empower young professionals in the field of green growth through hands-on skill development and capacity building over a six-month period. The program offers a series of lectures, site visits, and diverse learning and work opportunities related to 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 grant monitoring and evaluation activities, communications and outreach, and Korean partnership engagement and grant operations. Interns will primarily work remotely from their homes while being required to attend in-person sessions, including any offline meetings, lectures, site visits, and other KGGTF-related programs. Additionally, interns may have the opportunity to assist Knowledge Exchange (KE) visits of the World Bank project teams to Korea.

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 other short individual assignments.
- ✓ 1 Team Assignment: Produce an in-depth case study on KGGTF's grant projects while updating the existing Sectoral Portfolio Books.
- ✓ 5 Monthly Social Media Platform Postings (Short Individual Assignments): (1) every month, produce and post one short communication material promoting and highlighting the grant projects/activities of the KGGTF on social media platforms (In total, 4 postings in the form of a short essay, articles, infographics, video clips, etc.) and (2) an exit essay on the overall experience of the program, also posted online.
 - 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, and other relevant topics. 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.

2. Professional Experience:

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

- Assist KGGTF's efforts on research, grant operations, partnership engagement, communication activities, and M&E activities. This may also include but are not limited to drafting articles/infographics/creating or editing videos related to KGGTF program and its outputs.
- 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 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.

Qualifications and Competencies:

- Master's or PhD student preferred, senior-level undergraduate, or recent graduate (within two years of

graduation) in Environmental Studies, Engineering, Agriculture, Forestry, Urban or Transportation Planning, International Development, Communications, Carbon finance, or other related disciplines.

- Minimum 6 months of professional or academic experience in the Environment/Water/ICT/Agriculture/Urban/Transport/ Energy/ (at least one) sector is a plus;
- In-depth knowledge of Microsoft Office applications (MS Word, Excel, PowerPoint);
- Experience creating videos and infographics is a plus;
- Excellent written and oral communication skills in both English and Korean;
- Strong interpersonal communication skills;
- 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: January 1, 2026 (Please note that there will be a short online orientation in December)

End date: June 30, 2026

The intern will be given a 160 hours (20 days) contract under the supervision of Hyoung Gun 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 be 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 with the strictest confidence.

Learn more about KGGTF and the KGGTF YIP at: www.wbgkqgtf.org / www.wbgkqgtf.org/youth-internship

[Annex 1] the 3rd YIP Schedule (tentative schedule, subject to change)

Month	Date/Venue	#	
12	12/4 or 11 (TBD)	0	Online orientation (1.5~2 hours) prior to Kickoff. Time and link will be provided after the selection of the interns.
1	1/9	1	Kick-off meeting & Orientation WB Lecture #1 to introduce the World Bank and KGGTF: principles of green growth and the role of international organizations in promoting sustainable development. • Invite K-partner, former interns • Introduce OLC lectures: WB operation / WB Climate change/ SD
	9:30am -16:00 Seoul Global Center, 9fl. (Jonggak)	2	WB Lecture #2 on World Bank Group Korea Office
		3	WB Lecture #3 What is Green Growth and Sustainable Development?
		4	WB Lecture #4 KGGTF Operations and Career Talks
		5	Team-building meeting In-depth introduction + Team activities*
	1/13 (1h) 10pm Seoul, 8am DC time	6	WB Lecture (online) #5 on World Bank's Projects "Sustainable Development Through Cooperation: Green, Resilient, and Inclusive Development"
	1/15 10:30am-1pm	7	WB Lecture #6 IFC's work (1hr)
		8	Member meeting (after the lecture) Team Assignment, 1st presentation (ppt & writing draft): share "early" preliminary findings
2	1/20 2pm-4pm	9	Site Visit #1 K-partner
	1/22 10:30am-12:00	10	Site Visit #2: Int'l Organization, briefing "Cities and Climate Action"
	1/27 WB Korea Songdo office 37fl.	11	WB Lecture #7 Greetings & Career Talk
		12	WB Lecture #8 on WB's Environment Sector
		13	WB Lecture #9 on WB's Digital Development Sector
		14	Member meeting
	1/29 9:40-10:40am	15	WB Lecture #10: WB Agriculture (online)
	2/3 10:00am-2:30pm	16	WB Lecture #11 on WB's Urban or Transportation Sector (online)
	2/5 10am	17	Site Visit #3: Int'l Organization, briefing "Climate Action and Inclusive Development"
	2/10 10am	18	WB Lecture #12: Conversation with former KGGTF Senior Professionals
	2/12 10am-12pm	19	K-Partner Lecture #1 (TBC)
	2/20 10am ONLINE	20	Member meeting Last Presentation of Team Assignment (ppt & writing) -Present findings on the Final assignment and receive feedback
	2/25	*	Submit Team Assignment, final due
	2/24 3hr	21	Interns' Talk (Green Youth Intern day) Last year's interns also invited.

	2/26 14:00-16:00	22	Site Visit #4 K-partner (TBC)				
3	3/10 10:30am	23	Member meeting or Lecture				
4	4/7	24	Member meeting or Lecture				
5	5/7 10am		Member meeting online				
	6/5 14:00-17:00	25	Int'l	Forum	&	Closing	Ceremony
			*International Organizations' and K-Partners' participation				
			*Certificate of completion				
6	Seoul Global Center		*Showcasing participants' knowledge products and media products				
			*Interns will be mobilized for the preparation of the ceremony				
	6/30		Exit Essay to be uploaded on LinkedIn or other social media platforms.				

Tasks and Deliverables

- **1 Team Assignment:** Interns will be assigned to one of the seven sectoral teams to update KGGTF's sectoral portfolio books (Environment, Water, Energy, Urban, Transport, Agriculture, Digital Development) while producing a case study on one of the grants in each assigned sector.
- **5 Monthly Short Posts on Social Media Platforms (Individual assignments):** Every month, each intern will post one content on social media platforms, such as LinkedIn, including an exit essay at the end of the program. The content will be communication materials (referred to as "Comms") to promote and highlight the KGGTF's grant projects/activities, such as short photo essays, articles, infographics, video clips, and others. The exit essay will also be posted online as an individual assignment.

Note: Depending on the assignment quality, selected pieces will be edited and potentially published on the WB KGGTF's website or dedicated publications, with proper authorship credits.