



International Organization for Migration (IOM)
The UN Migration Agency

Call for Applications

Position Title: **Intern (Migrant Protection Division - PxD)**
Duty Station: **Bangkok, Thailand / Homebased**
Type of Appointment: **Internship Contract, 6 months (full-time)**
Closing Date of Vacancy: **07 November 2023**
Expected Start Date: **December 2023**

Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

Context

IOM works in five broad areas towards improved migration governance: migration and development, facilitating migration, regulating migration, addressing forced migration, and the implications of climate change on migration. Cross-cutting activities include the promotion of international migration law, policy debate and guidance, protection of migrants' rights, migration health and the gender dimension of migration.

The key responsibility of the Regional Office for Asia and the Pacific (ROAP) is to provide programmatic and technical support to the countries within its region, as well as formulate regional strategies and plans of action fostering better migration governance. Several Regional Thematic Specialists (RTS) in the various technical areas of migration are based at the ROAP to fulfill this responsibility.

IOM's regional Protection Unit oversees the Organization's portfolio to address migrants in need, including stranded migrants, victims of human trafficking, unaccompanied migrant children, and migrants in detention in Asia and the Pacific. IOM also regularly facilitates the return and reintegration of migrants who wish to return to their countries of origin. IOM projects help protect tens of thousands of migrants, prevent their abuse and exploitation, and build the institutional and human capacities of many governments, civil society organizations and, increasingly, private companies.

Supervision

Under the direct supervision of the Regional Protection Officer and overall supervision of the Regional Thematic Specialist for Migrant Protection, the intern will support day to day work within the unit.

Core Functions/Responsibilities:

The successful candidate will have the following duties and responsibilities:

1. Gather information on migrant protection issues, including prevention, direct assistance, voluntary return and reintegration, children on the move, alternatives to detention, and analyze these with a view to assist in the development of policy papers, presentations, and the elaboration and implementation of the Division's strategic plan;
2. Collect, track, and analyze migration and project data generated by IOM activities;
3. Strengthen the region's capacity to collect and report data on beneficiaries assisted;
4. Provide support in developing and managing a reference library, and updating reference materials and tools for on-going Unit priorities;

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5. Assist with the liaison activities with IOM Member States, international organizations, academic institutions, NGOs and other relevant actors, as appropriate;
6. Coordinate the Unit's institutional contribution to institutional reports and publications, including IOM Council documents, IOM institutional questionnaire, monthly and annual reports, as required;
7. Assist in the preparation and distribution of presentations and training materials for government officials, civil society and private sector partners, and IOM missions;
8. Assist in the preparation of workshops and conferences organized by the Unit;
9. Support the development and maintenance of the Unit's information resources and communication channels with country offices, including a monthly update and active management of the units knowledge repository;
10. Maintain notes for file from meetings and webinars.
11. Support IOM field missions in developing innovative projects, and assist in the review and revision of relevant proposals that are submitted to the regional office for endorsement;
12. Perform such other duties as may be assigned.

Training components and learning elements

- Opportunities in attending IOM internal migrant protection and counter trafficking related trainings/webinars provided by Migrant protection and Assistance Unit and professional development e-training sessions provided by the Staff Development and Learning Unit;
- Extensive on the job learning about migrant protection and assistance projects to support migrants, displaced individuals, returnees, victims of trafficking and asylum seekers in Asia and the Pacific Region;
- Gain extensive knowledge on migrant protection and other migration issues through the meetings, workshops and conferences organized in Bangkok.

Eligibility and Selection

The Internship Programme aims at attracting talented students and graduates who have a specific interest in, or whose studies have covered, areas relevant to IOM programmes and activities. Interns must be between 20 and 36 years old and should have less than two years of relevant working experience. The Internship Programme is open to candidates of any nationality.

Required Qualifications and Experience:

- Either students approaching the end of their studies and preparing a thesis, or recently graduated; preferably completed undergraduate degree in migration or related social sciences fields and/or equivalent of;
- Prior knowledge or experience working on migration issues;
- Able to adapt to an international, multicultural, multilingual environment;
- Good communication skills and able to work in a team;
- Familiarity with computer programs, including MS Office programs and internet applications;
- Advanced English writing and communication skills.

Language:

Fluency in English, another UN or regional language an asset.

Required Competencies

Behavioral:

The successful candidate is expected to demonstrate the following values and competencies:

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Values

- Inclusion and respect for diversity: respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- Integrity and transparency: maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- Professionalism: demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.

Core Competencies – behavioural indicators

- Teamwork: develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- Delivering results: produces and delivers quality results in a service-oriented and timely manner; is action oriented and committed to achieving agreed outcomes.
- Managing and sharing knowledge: continuously seeks to learn, share knowledge and innovate.
- Accountability: takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.
- Communication: encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

General Information

- a) Interns are granted stipend as per IOM policy as a partial contribution to accommodations and living expenses. Interns benefiting from an internship allowance or scholarship granted by their university or other sponsoring body that includes financial remuneration or credits for coursework will not be eligible for the stipend.
- b) Before commencing work, successful candidates will be required to obtain a fit-to-work medical certificate from their doctor and submit vaccination records.
- c) Homebased Intern are responsible to manage their own resources to perform this responsibility, like Computer, dedicated internet connectivity.
- d) IOM only covers the Intern against occupational accidents and illnesses under the Compensation Plan (CP), free of charge, for the duration of the assignment. IOM does not provide evacuation or medical insurance for reasons related to non-occupational accidents and illnesses. The Intern is responsible for his/her own medical insurance for non-occupational accident or illness and will be required to provide written proof of such coverage before commencing work.
- e) Any work produced by interns during their internship within the framework of the duties assigned to them should be used for academic purposes exclusively. All economic and moral rights (copyright) pertaining to such work will remain the exclusive property of IOM.
- f) Interns are bound by staff confidentiality rules pertaining to their duties in IOM.

How to Apply:

Interested candidates are invited to submit their applications via e-mail to ROBangkokHR@iom.int . Please include the reference code **ROBKK-CFA 23-005** followed by your full name in the subject line and mention your preferred duration as mentioned above.

Applications should include:

- **Cover letter** that communicates relevant skills as well as medium to long-term goals and how this internship is expected to contribute towards achieving these goals (max 1pg)

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- **Curriculum vitae** including experience that showcases time-management, multi-tasking, and multi-cultural experience whether in the service sector or retail (max 2pgs)
- Duly completed **IOM Personal History Form**
(Can be downloaded from <http://thailand.iom.int/>);
- **2-3 writing samples** (max 30pgs combined)

Applicants will be contacted only if under serious consideration for the internship assignment.

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