



International Organization for Migration (IOM)
The UN Migration Agency

Call for Applications

Position Title: **Intern (Labour Migration/Migration & Development)**
Duty Station: **Bangkok, Thailand**
Type of Appointment: **Internship Contract, 6 months**
Closing Date of Vacancy: **21 November 2018**
Expected Start Date: **January 2019**

*Applicant who has already applied to the following CFA # **ROBKK-VA2018-079** don't require to apply this CFA.*

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's regional Labour Mobility and Human Development (LHD) unit works to foster the synergies between labour migration and development, and to promote legal avenues of labour migration as an alternative to irregular migration in Asia and the Pacific. Moreover, LHD aims to facilitate the development of policies and programmes that are in the interest of migrants and society, providing effective protection and assistance to labour migrants and their families. Key LHD interventions include policy advice and capacity-building in labour migration management; protection of workers throughout the labour migration process; promotion of ethical recruitment, including the facilitation of recruitment and temporary migration; information-sharing and awareness-raising; diaspora engagement; and migrant training and integration.

Working under the overall direction of the Senior Specialist for Labour Migration and Human Development in IOM Regional Office for the Asia and the Pacific in Bangkok the intern will support to the LHD unit for smooth implementation of the ongoing programme.

Core Functions/Responsibilities:

The successful candidate will have the following duties and responsibilities:

- Assist field missions in the management of existing projects, development of new projects, and any other project activities related to labour migration and migration and development.
- Collect, study, share relevant information/data on labour migration and migration and development available in the region.
- Identify new programming opportunities and develop new programmes and budgets.
- Provide technical assistance, advice and guidance to other units working on issues related to labour migration and migration and development.
- Assist the Labour Migration and Human Development unit with activities related to national and regional working groups on international migration.
- Prepare presentations, talking points and other outreach materials for the Senior Specialist and other IOM staff, as needed.
- Attend external meetings on behalf of IOM.

IOM Regional Office for Asia and the Pacific

Rajanakarn Building, 18th Floor • 3, South Sathorn Rd • Yannawa, Sathorn District • Bangkok 10120 • Thailand
Tel: +66 2 343 9400 • Fax: +66 2 343 9499 / + 66 2 286 0630 • E-mail: ROBangkok@iom.int • <http://www.iom.int>

- Perform such other duties as may be assigned.

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 19 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 with an advanced university degree from an accredited academic institution in Political or Social Sciences, Law, International Development, Public Administration, Business Administration, or a related field;
- Experience and/or knowledge of development cooperation with an international or non-governmental organization, preferably in the field of migration including operational and field experience;
- Familiarity with migrant and labour rights; labour migration issues and policies; the different aspects of migrant vulnerability; and protection and assistance to labour migrants;
- Ability to work successfully in an international, multicultural, multilingual team environment;
- Familiarity with computer programmes, including MS Office programmes and internet applications;
- Advanced English writing and communication skills.

Language

Fluency in English

Required Competencies

Behavioural

- Accountability – takes responsibility for action and manages constructive criticisms
- Client Orientation – works effectively well with client and stakeholders
- Continuous Learning – promotes continuous learning for self and others
- Communication – listens and communicates clearly, adapting delivery to the audience
- Creativity and Initiative – actively seeks new ways of improving programmes or services
- Leadership and Negotiation – develops effective partnerships with internal and external stakeholders;
- Performance Management – identify ways and implement actions to improve performance of self and others.
- Planning and Organizing - plans work, anticipates risks, and sets goals within area of responsibility;
- Professionalism - displays mastery of subject matter
- Teamwork – contributes to a collegial team environment; incorporates gender related needs, perspectives, concerns and promotes equal gender participation.
- Technological Awareness - displays awareness of relevant technological solutions;
- Resource Mobilization - works with internal and external stakeholders to meet resource needs of IOM.

General Information

- a) Interns are granted a stipend of THB 12,018 per month as a partial contribution to accommodations and living expenses. Interns benefiting from an internship allowance or scholarship granted by his/her 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 his/her doctor and submit vaccination records.
- c) The Intern will be responsible for obtaining the necessary entry visa and arranging their travel to Bangkok. IOM will assist only in issuing documents required for visa processing.
- 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-VA2018-113** followed by your full name in the subject line.

Applications should include:

- a cover letter, indicating the dates of availability;
- a curriculum vitae;
- a duly completed IOM Personal History Form (may be downloaded from <http://th.iom.int>);
- 2-3 writing samples (any relevant topic).

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