



International Organization for Migration (IOM)  
The UN Migration Agency

## Call for Applications

Position Title: **Intern (Media and Communication)**  
Duty Station: **Bangkok, Thailand**  
Type of Appointment: **Internship Contract, 6 months**  
Closing Date of Vacancy: **16 December 2018**  
Expected Start Date: **February 2019**

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 the five broad areas of migration management: migration and development, facilitating migration, regulating migration, addressing forced migration, and addressing the impact 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 formulate regional strategies and plans of action and to provide programmatic and administrative support to the countries within its region. Several Regional Thematic Specialists (RTS) in the various areas of migration management are based at the ROAP to fulfil this responsibility.

The Media and Communications (M&C) Unit in the ROAP provides media, communications and advocacy support to the ROAP, the RTSs and IOM missions across the region. This announcement is a request for CVs/expression of interest for an internship opening to support the Media and Communications Unit.

### Core Functions/Responsibilities:

Under the direct supervision of the Senior Media and Communications Officer / Spokesperson for Asia & the Pacific, the incumbent will be assigned, but not limited to, the following tasks:

- Supporting the ROAP / M&C Unit in researching, writing, editing and shooting information products related to IOM's work in the region.
- Working with M&C counterparts in Geneva and Manila hubs to disseminate the above, notably via social media platforms including Facebook, Twitter, Instagram and YouTube.
- Supporting and training ROAP staff, primarily in the strategic use of use of the above social media platforms.
- Assisting in Bangkok-based media relations and event management, including M&C trainings, as required.
- Providing general administrative and clerical support to the M&C unit as required.
- Performing other M&C-related 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.

#### IOM Regional Office for Asia and the Pacific

Rajanakarn Building, 18<sup>th</sup> 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>



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### Required Qualifications and Experience:

- Either students approaching the end of their studies and preparing a thesis, or recently graduated;
- Superior written and spoken English; experience working in a multi-cultural setting, ideally in a newsroom environment;
- Able to adapt to an international, multicultural, multilingual environment;
- Ability to work both with minimal supervision and hand-in-hand with the supervisor;
- Creativity and initiative, with the ability to express ideas;
- Familiarity with relevant (MS Office) computer skills and social media platforms; photo, video and web development skills an advantage;

### 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.

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- 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](mailto:ROBangkokHR@iom.int) . Please include the reference code **ROBKK-VA2018-127** 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.**

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