



## Call for Applications

Position Title: **Intern (RDH)**  
Duty Station: **Bangkok, Thailand /Homebased (if travel doesn't permit)**  
Type of Appointment: **Internship Contract, 6 months**  
Closing Date of Vacancy: **17 October 2021**  
Expected Start Date: **November 2021**

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, the private sector, and migrants.

### Context

IOM works in the five broad areas of migration management: 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 formulate regional strategies and plans of action and to provide programmatic and administrative support to the countries within its region. Several Regional Thematic Units are based at the ROAP to fulfill this responsibility.

The Asia-Pacific Regional Data Hub (RDH) aspires to reference a comprehensive set of such data, including information on migration trends, stocks and flows in the Asia-Pacific region. The regional data hub aims to support evidence-based strategic and policy level discussion on migration through a combined set of initiatives including strengthening of regional primary and secondary data collection and analysis; increasing Information management capacity across countries; providing technical support to ensure harmonization and interoperability of key methodologies and tools used to monitor population mobility; and the engagement of key stakeholders and governmental counterparts in migration dialogue and consultation.

### Supervision

Under the overall supervision of the Regional Director for Asia and the Pacific, the direct supervision of the Regional DTM Officer, and ROAP's Senior Regional Emergency and Post Crisis Specialist, the intern will support the concern unit (RDH) for smooth implementation of ongoing work. Will be supporting the RDH's activities with but not limited to reporting, research and analysis, editing, publication and dissemination of relevant quantitative and qualitative products.

### Core Functions/Responsibilities:

The successful candidate will have the following duties and responsibilities:

1. Support in research, analyse, and report on migration and displacement data in the Asia-Pacific region. Carry out extensive analyses of the datasets collected.
2. Contribute to the design and management of databases and information systems (including geographical databases and geographical information encoding).
3. Conduct data verification, triangulation and validation through multiple sources, both primary and secondary (including media monitoring, local authorities, network of key informants).

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

Rajakarn 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>

4. Support ad hoc thematic research, design survey methodologies, and monitor field operations of data collection efforts. Contribute to regional reports; support with literature / desk review.
5. Support in Liaison with other UN agencies, academic institutions, think tanks, and collaborating partners with regards to mixed migration research efforts, tools and methodologies. Assist in the coordination of internal and external Regional Data Hub capacity-building initiatives.
6. Assist in the coordination of internal and external Data Hub capacity-building initiatives.
7. Work together with the RDH team , in particular with the RDH-IM and provide support research, analyse and evaluate new applications related to information systems, to new technologies and processes to manage information in response to migration crises and make recommendations for their utilization.
8. Perform other duties as may be assigned.

### Training components and learning elements

- Gain in-depth knowledge on the migration data, displacement tracking matrix (DTM), emergency and post-crisis migration and displacement portfolio in Asia and the Pacific.
- Opportunities to attend e-workshops, e-meetings and/or e-webinars with internal and external counterparts and engage with staff at national and regional offices.
- Strengthen writing and information presentation skills, reinforcing learning.
- Utilize access to Staff Development and Learning online training courses and tools and take opportunities to develop skillsets and consolidate understanding as they arise.
- Understand IOM administrative systems and processes.
- Opportunities to discuss career planning and strategies for humanitarian work with IOM.

### 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;
- 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 (Word, Excel, Access, PowerPoint, Publisher);
- Advanced English writing and communication skills
- Knowledge regarding quantitative statistical (social science/human mobility/migration) data analysis
- Familiarity with data analysis and visualization programs, (e.g. PowerBI, GIS ARC, Stata, SPSS, Knowledge of R, Tableau) will be considered an advantage;
- Webpage as well as database development and management skills an advantage;
- In-depth knowledge regarding econometrics will be considered as an advantage

**Language:**

Fluency in English

**Required Competencies**

**Behavioral:**

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

**Values**

- Inclusion and respect for diversity: respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- Integrity and transparency: maintain 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) The Intern will be responsible for obtaining the necessary 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.
- g) For homebased assignment, intern are responsible to secure their own resources to perform the duty



**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-CFA 2021-107** followed by your full name in the subject line and mention your preferred duration as mention above.

Applications should include:

- Cover letter
- Curriculum vitae
- Duly completed IOM Personal History Form  
(can be downloaded from <http://thailand.iom.int/>);
- 2-3 writing samples, optional (relevant topic of your choice).

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