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:

Migration is a core, cross-cutting dimension of the 2030 Agenda for Sustainable Development and the Addis Ababa Agenda. Mobile populations, whether internal, cross-border or displaced are a key target group for the achievement of the Sustainable Development Goals (SDGs). Migration, including displacement, also has an impact on the achievement of the SDGs.

The 2030 Agenda for Sustainable Development is the principal multilateral framework guiding the development activities of the UN system and the international community more broadly. IOM’s entry into the UN System in 2016, brought the organization into the United Nations Sustainable Development Group, whose mandate is to support the implementation of the 2030 Agenda for Sustainable Development. Moreover, the repositioning of the UN system to deliver on the 2030 Agenda, and the strong rooting that the Global Compact for Migration has in the 2030 Agenda both provide a strong impetus for IOM to integrate the UN’s multilateral development frameworks as a central pillar of its work; enhance its own role as a development actor; better connect IOM’s development and humanitarian portfolios; and strategically advance the global discussions on migration and development.

To this end, IOM has developed its first ever Institutional Strategy on Migration and Sustainable Development will guide the organization’s approach to meet this mandate and ensure that migration can be leveraged for sustainable development through the below outcomes:

1. Human Mobility is increasing a choice
2. Migrants and their families are empowered
3. Migration is increasingly well governed

To achieve these outcomes, IOM is currently working towards institutional changes that will:

• Ensure the organization is equipped with the necessary planning tools to achieve the deliverables outlined in the Institutional Strategy on Migration and Sustainable Development;
• Strategically support IOM’s policy capacity on migration and sustainable development;
• Strengthen IOM’s internal capacity to contribute to positive development outcomes and contribute to the achievement of 2030 Agenda for Sustainable Development and;
• Foster strong partnerships across the UN Development System and beyond to harness the expertise and capabilities of relevant actors on migration and sustainable development.
With regards to the latter and on the basis that the GCM can serve as a roadmap to help achieve the migration related dimensions of the SDGs, IOM is working closely with UNDP within the context of the Work Plan for the UN Network on Migration which has been set up to support the implementation, follow up and review of the GCM. IOM and UNDP are co-leads of two key workstreams: 2.1 The Capacity of the Network at global, regional and country levels to support Member States to implement the GCM is bolstered and 2.2 Member States are empowered to develop and implement GCM national implementation plans with OHCHR also co-leading workstream 2.2. A multi-stakeholder working groups is currently being set up that will be responsible for achieving the objectives set out in the workplan under these two workstreams.

Moreover, IOM continues to ensure that migration is increasingly well-governed (outcome 3) by strengthening the capacities of governments to better understand how different governance areas are interrelated and affected by migration and to what extent sectoral policies in areas such as health, labour, trade can facilitate or impede the contribution of migration to sustainable development. This has been piloted since 2011 through a Joint IOM-UNDP Global Programme on Mainstreaming Migration (MM) into National Development Strategies funded by the Swiss Agency for Development and Cooperation. The Mainstreaming Programme is now being geared up to enter its third phase as of November 2019 and will be entitled ‘Making Migration Work for Development’. The third proposed phase of the Programme aims to further solidify results and achievements reached to date and help translate policy-oriented and process driven actions into concrete results on the ground. Specifically, migrants and communities will be able to exert positive development impact from migration through more coherent and results oriented policies and implementation mechanisms and stronger involvement of local authorities, private sector and diaspora and global advocacy. To achieve this, the programme will continue to support governments in the 6 target countries to apply a ‘whole-of-government’ approach to migration governance with a new focus on four main sectoral areas: (i) health; (ii) economic inclusion and employment; (iii) education and; (iv) social security and human rights, which will have a direct impact on enhancing the well-being of migrants, their families and their communities in the target localities. The implementation will be monitored and reported on against a robust results-monitoring framework that will be aligned with the 2030 Agenda for Sustainable Development as well as the Global Compact for Migration. The third phase will therefore also allow for a full analysis and understanding of the entire mainstreaming process from setting out to monitoring and reporting on the results after implementation and aligned with and supportive of the roll out of IOM’s Migration and Sustainable Development Strategy. Finally, the results and lessons learnt from this phase will continue to be fed into relevant global dialogues and the UN Network for Migration for enhanced global understanding of how to effectively ensure policy coherence in migration governance for development.

IOM requires two interns to provide communications, knowledge management, administrative and coordination support to the above processes and the implementation of the global programme.

Under the direct supervision of the Senior Migration & Development Specialist, the successful candidate will:

**Core Functions / Responsibilities:**

1. Support the roll out of IOM’s communication strategy on migration and the 2030 Agenda through the preparation of briefs, fact sheets and other materials in liaison with IOM’s communication department in HQ and IOM office in New York;

2. Support the preparation and implementation of the Unit’s capacity building efforts for staff and governments through the preparation of training agendas and training materials such as presentations, groups exercises etc.

Migration Work for Development e.g. by assisting in the development of guidance and communications for country focal points, tracking and consolidating responses from Focal Points and Programme Management Unit feedback related to the identification of priorities and needs and the development of project proposals at country level and supporting the organisation and minute-taking of meetings on site or virtually with the programme’s technical committee, steering committee and Focal Points in country.

4. Assist in revising, maintaining and populating the M4D Net and its related social media channels (Twitter and Facebook) to respond to the needs of the Global Programme through the revision of content and development of newsletters, blogs, e-Discussions or any other communication pieces as required.

5. Support the drafting of policy inputs and advice responding to internal IOM requests for support.

6. Support the Unit’s contributions to and active participation in global dialogues such as the Global Forum on Migration and Development including logistical and substantive drafting support for side events, meetings or panel interventions.

7. Assist with the logistical and coordination tasks of setting up meetings for the UNNM working group, internal IOM Working Group on SDGs and internal IOM Working Group on Migration Governance at the Local Level.

8. Perform such other duties as may be assigned.

Training Components and Learning Elements

• Develop a solid understanding of the functioning of a UN agency.
• Understand and support IOM’s key role as coordinator of the UN Network on Migration.
• Gain professional experience working in an international organization in the areas of communications, project implementation, inter-agency coordination.
• Advance substantive knowledge in the area of migration and development, particularly the processes of ensuring policy coherence in migration and development for enhances development impact.

Required Qualifications and Experience:

Education

• Master’s degree in Migration Governance, Economics, International Relations, Business Administration, the Social Sciences, Law, Development Studies, International Affairs or a related field from an accredited academic institution with relevant professional experience; or
• University degree in the above fields with two years of relevant professional experience.

Experience

• Relevant experience at the national or international level in project development, coordination and/or management;
• Relevant experience rolling out communication strategies and developing communication materials;
• Computer literacy, especially Microsoft Word, PowerPoint and Excel and various social media platforms strongly encouraged;
• Strong organizational skills;
• Proven ability to produce quality work accurately and concisely according to set deadlines.
Languages

For this position, fluency in English is required (oral and written). Working knowledge of French and/or Spanish is an advantage.

Note

• Please consider the cost of living in Geneva prior to applying.
• Depending on experience and location, IOM provides a small monthly stipend to help offset costs.
• Only shortlisted candidates will be contacted, and additional enquiries will only be addressed if the candidate is shortlisted.

1 Accredited Universities are the ones listed in the UNESCO World Higher Education Database (https://whed.net/home.php).

Required Competencies:

Values - all IOM staff members must abide by and demonstrate these three 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.

IOM’s competency framework can be found at this link.

https://www.iom.int/sites/default/files/about-iom/iom_revised_competency_framework_external.pdf

Competencies will be assessed during a competency-based interview.

Other:

The appointment is subject to funding confirmation.
Appointment will be subject to certification that the candidate is medically fit for appointment, accreditation, any residency or visa requirements, and security clearances. No late applications will be accepted.

**How to apply:**

Interested candidates are invited to submit their applications via PRISM, IOM e-Recruitment system, by 09 October 2019 at the latest, referring to this advertisement.

IOM only accepts duly completed applications submitted through the IOM e-Recruitment system. The online tool also allows candidates to track the status of their application.

Only shortlisted candidates will be contacted.

For further information please refer to: www.iom.int/recruitment

**Posting period:**

From 26.09.2019 to 09.10.2019

**No Fees:**

IOM does not charge a fee at any stage of its recruitment process (application, interview, processing, training or other fee). IOM does not request any information related to bank accounts.

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