INTERNSHIP

TERMS OF REFERENCE

Position Title: Intern

Duty Station: Home based

Department: Migration & Sustainable Development Unit, Department of Migration Management HQ

Duration of Assignment: 6 months (ASAP)

BACKGROUND INFORMATION

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. To achieve this, IOM is currently working to ensure the organization is equipped with the necessary planning tools and capacities to
contribute to positive development outcomes and contribute to the achievement of 2030 Agenda for Sustainable Development and to foster strong partnerships across the UN Development System and beyond to harness the expertise and capabilities of relevant actors on migration and sustainable development.

Moreover, IOM continues to ensure that migration is increasingly well-governed 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. Since 2011, IOM has been implementing a Joint Global Programme on Mainstreaming Migration (MM) into National Development Strategies with UNDP and funded by the Swiss Agency for Development and Cooperation. The main objective of the Programme is to enable the target governments to better govern migration to increase the human development outcomes and mitigate the risks for migrants, their families and communities at origin and destination. Starting from November 2019, the Mainstreaming Programme entitled as ‘Making Migration Work for Development’ has entered its third phase of implementation. This third 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. To achieve this, the programme will continue to support governments in the six 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 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.

The intern will provide the Migration and Sustainable Development Unit knowledge management, communications, administrative and coordination assistance to the above processes and the implementation of the Global Programme on Making Migration Work for Sustainable Development in particular.

SUPERVISION

The Intern will work under the direct guidance and supervision of Cécile Riallant, Programme Manager and in close coordination with the Migration and Sustainable Development Unit colleagues.

In particular the intern shall perform the following tasks:

DUTIES AND RESPONSIBILITIES

1. Assist MSD Unit in implementation of ongoing activities, including the roll out of IOM’s Institutional Strategy on Migration and Sustainable Development, positioning IOM as a key member of the UN Development System to achieve the 2030 Agenda and the Global Compact
for Safe, Orderly and Regular Migration, strengthening IOM contributions to the UNNM Core Working Groups as well as implementation of the Global Programme on Making Migration Work for Sustainable Development;

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

3. Assist in drafting policy inputs and advice responding to internal and external IOM requests for support, incl. preparation of briefs, fact sheets and other materials in liaison with IOM’s communication department in HQ and IOM office in New York;

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

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

6. Perform such other duties as may be assigned.

QUALIFICATIONS AND EXPERIENCE

- University degree in Economics, Marketing, International Relations, Business Administration, Social Sciences, Law, Development Studies, International Affairs or any related discipline;
- Good level of knowledge of sustainable development and migration issues, including policies, regional and international cooperation, local development;
- Computer literacy, especially Microsoft Word, PowerPoint and Excel, good knowledge of social media platforms strongly encouraged;
- Excellent writing skills, incl. ability to write content in a concise and clear manner;
- Strong organizational skills;
- Ability to timely understand the Organization’s structure and portfolios;
- Ability to work effectively and harmoniously in a team of colleagues of varied cultural and professional backgrounds;
- Proven ability to produce quality work accurately and concisely according to set deadlines;
- Practical experience of how-to multi-task, prioritize and work independently;
- Excellent knowledge of spoken and written English; working knowledge of French and/or Spanish is highly desirable.

COMPETENCIES
The successful candidate is will demonstrate the following core behavioural IOM 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.

**Training Components and Learning Elements**

The incumbent will acquire technical knowledge in the area of migration and development in the Department of Migration Management. S/he can also access online training courses at the disposal of all IOM staff to enhance knowledge in migration governance in general. S/he will also gain experience in working in an international multi-cultural environment, with an intergovernmental organization.

**Note**

Interested candidates are invited to send their CVs and brief motivation letters to the following email address: jzelenskaya@iom.int with the subject line “Internship with MSD Unit” until 20th September 2020.