

UNITED NATIONS HIGH COMMISSIONER FOR REFUGEES
CALL FOR INTEREST IN INTERNSHIP

Title of Position:	Intern (Internship positions are available in various functional areas)
Category & Level:	Intern
Location:	Bogotá, Colombia
Effective date:	ASAP
Duration:	Six months
Closing Date:	13 August 2018

ORGANIZATIONAL CONTEXT

The Office of the United Nations High Commissioner for Refugees (UNHCR) is mandated to lead and coordinate international action to protect refugees and solve refugee problems worldwide. Its primary purpose is to safeguard the rights and well-being of refugees. It strives to ensure that everyone can exercise the right to seek asylum and find safe refuge in another State, until they can return home voluntarily, integrate locally or to resettle in a third country. In more than five decades, the agency has helped tens of millions of people restart their lives. Today, a staff of about 10,966 people in 130 countries continues to help and protect millions of refugees, returnees, internally displaced and stateless people.

The office of the UNHCR in Colombia is looking for qualified candidates interested in joining the Organization as Interns in the following areas:

- *Administration*
- *Information Management*
- *Public Information*
- *Security (Logistics)*

The incumbent will receive regular guidance from his/her supervisor. S/he will may liaise with other internal entities to ensure achievement of objectives.

ESSENTIAL MINIMUM QUALIFICATIONS, PROFESSIONAL EXPERIENCE AND REQUIRED COMPETENCIES

- Applicants are not required to have professional work experience.
- Knowledge of English (written/oral/comprehension);
- Computer literacy in standard software applications;
- Collaborative approach;
- Good Planning & Organizing competencies,
- Strong attention to details;
- Ability to successfully interact with individuals of different cultural backgrounds and beliefs, which include willingness to try and understand and be tolerant of differing opinions and views.

DESIRABLE QUALIFICATIONS AND COMPETENCIES

- Knowledge of the United Nations System

ELIGIBILITY

To qualify for an internship with UNHCR, one of the following requirements must be met:

- a) Be a recent graduate* or current student in a graduate/undergraduate school programme from a university or higher education facility.
- b) Have completed at least two years of undergraduate studies in a field relevant or of interest to the work of the Organization.

* Recent graduates are to be considered those persons who completed their studies within one year of applying for an internship with UNHCR.

ALLOWANCE

Interns who do not receive financial support from an outside party will receive an allowance to partially help to cover the cost of food, local transportation and living expenses.

SUBMISSION OF APPLICATIONS

If you wish to be considered for this vacancy, please submit your Personal History Form (PHF) and its supplementary pages (if applicable), by e-mail with **“LAST name – Administration/ Security (Logistics)/ Public Information/ Information Management Intern”** in the subject line to: colbovac@unhcr.org by **13 August 2018**.

Only shortlisted candidates will be notified. No late applications will be accepted.

UNHCR is committed to diversity and welcomes applications from qualified candidates regardless of disability, gender identity, marital or civil partnership status, race, colour or ethnic and national origins, religion or belief, or sexual orientation.

UNHCR does not charge a fee at any stage of the recruitment process (application, interview meeting, processing, training or any other fees).