

**UNITED NATIONS HIGH COMMISSIONER FOR REFUGEES (UNHCR)
INTERNAL / EXTERNAL VACANCY ANNOUNCEMENT**

Vacancy Notice No. BRABR/2019/043

Title of Post	Sao Paulo Field Unit Intern	Category/grade	Internship Programme
Location	Sao Paulo, Brazil	Date of Issue	29 April 2019
Effective date of assignment	10 June 2019	Closing Date	10 May 2019

Vacancy

The United Nations High Commissioner for Refugees (UNHCR) is looking for university students or recent graduates interested in a remunerated internship at its Sao Paulo Field Unit, Brazil.

There is one full-time position available: 37 hours per week, from Monday to Friday.

The selected intern will receive a Certificate of Internship upon satisfactory conclusion of the assignment and having completed the UNHCR online mandatory courses.

The contract will have a three-month period, being renewable for further three months upon agreement.

UNHCR encourages the application of indigenous persons, afro descendants, LGBTI, persons living with HIV/AIDS and other minority groups.

All applications will be treated with the highest confidentiality.

Tasks / Responsibilities

This is a multidisciplinary internship under the supervision of the Head of Field Unit Sao Paulo.

The intern will assist the areas of Protection, Durable Solutions and Communications. The main activities to be performed include:

- Consistently support research, training, drafting and advocacy activities related to protection issues on persons of concern;
- Provide support to local integration projects with focus on asylum seekers and refugees;
- Assist with preparation of media contents and public information activities;
- Draft reports, factsheets and PowerPoint presentations;
- Translate selected reports/documents.
- Data analysis and systematization.

Essential Minimum Qualifications and Experience:

- Students who have completed at least two years of undergraduate studies and Recent graduates of Journalism, International Relations, Law, Economics, Social Sciences, or related fields.
- Solid command of Portuguese and English languages. Working knowledge of French and Spanish will be considered an asset.
- Computer skills.
- Previous experience in assisting vulnerable populations will be highly evaluated.
- Abilities in data analysis and systematization will be considered an asset.

Competencies:

- Pro-activeness, flexibility and adaptability required;
- Excellent interpersonal skills;
- Stay abreast of political, social, economic and cultural developments that have an impact on the protection environment of asylum seekers, refugees, stateless and other persons of concern.

Eligibility:

Candidates must meet the essential minimum requirements of the position.

Submission of Applications:

Interested candidates should send their CV and motivation letter (in English) to the email brabrhr@unhcr.org by May 10th, 2019 with the subject “Sao Paulo Field Unit Intern”. Only short-listed candidates will be contacted for an interview. No late applications will be accepted.