UNHCR
United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés

UNITED NATIONS HIGH COMMISSIONER FOR REFUGEES (UNHCR)
EXTERNAL VACANCY ANNOUNCEMENT
Vacancy Notice No. BRABR/2020/005

Title of Post	**Protection Intern**	**Type of contract**	**Internship Programme**
Level	**Intern**	**Location**	**Belém, Brazil**
Date of Issue	**10 January 2020**	**Closing Date**	**26 January 2020**

Operational Context:

The United Nations High Commissioner for Refugees (UNHCR) is looking for university students or recent graduates interested in a remunerated internship at its UN Shared Office in Belém, Brazil. There is one full-time position available: 37,5 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 six-month period, being renewable for further two 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.

Functional Statement:

This is a multidisciplinary internship under the supervision of the Field Associate in Belém.

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;
- Support data management and analysis, producing graphs and spreadsheets;
- Translate selected reports/documents;
- Perform other tasks as required.

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.
- Solid computer skills (Excel, Power Point, Word, Adobe Acrobat).

Desirable Qualifications & Competencies:

- Previous experience in assisting vulnerable populations will be highly evaluated.
- Abilities in data analysis and systematization will be considered an asset.
- Working knowledge of French and Spanish will be considered an asset.

Required 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:

All candidates must meet the essential minimum requirements of the position and candidates not citizens of the country must comply with all eligibility requirements for employment in line with the prevailing legislative prerequisites in the country.

Submission of Applications:

If you wish to be considered for this vacancy, please submit your **signed Personal History Form to brabrhr@unhcr.org by January 26, 2020, with the subject line "BRABR/2020/005 - Protection Intern, Belém"**. Application files must be named with the candidate´s full name, e.g. "NAME, LAST NAME – PHF".

The Personal History Form and its supplementary sheet can be downloaded in the following links:

https://www.unhcr.org/recruit/p11new.doc
https://www.unhcr.org/recruit/unhcr-phf-sup.docm

No late applications will be accepted. Only shortlisted candidates will be contacted. Shortlisted candidates may be required to sit for a written test and/or oral interview. UNHCR does not charge a fee at any stage of the recruitment process (application, interview, processing or any other fees).

UNHCR strongly encourages qualified female applicants for this position. UNHCR seeks to ensure that male and female employees are given equal career opportunities. UNHCR is committed to diversity and welcomes applications from all qualified candidates without distinction on the grounds of race, color, sex, national origin, age, religion, disability, sexual orientation and gender identity. All applications will be treated with the strictest confidentiality.