

Terms of Reference for an Internship with the Protection Unit in Ottawa

Title: Protection/Legal Unit Intern

Organization: UNHCR, The UN Refugee Agency

Intern Duty Station: Ottawa, Canada

Duration: September-December, 2019

Expected start date: beginning of September, 2019

Background Information:

UNHCR, the UN Refugee Agency, is a global organization dedicated to saving lives, protecting rights and building a better future for refugees, forcibly displaced communities and stateless people. Every year, millions of men, women and children are forced to flee their homes to escape conflict and persecution. UNHCR teams are in the field in over 125 countries, using their expertise to protect and care for over 65 million people. The internship will be placed with UNHCR's Protection Unit in Ottawa. This exciting internship is a unique opportunity to gain experience in international refugee law and policy, as well as experience working within the UN system.

Role and Responsibilities:

We are seeking a dynamic and proactive team player, with a legal, political science and/or policy and research background and a strong interest in refugee and migration issues, to complete a four-month internship within UNHCR's Protection/Legal Unit in Ottawa. The intern will assist the unit with a variety of tasks including: conducting research on international refugee law and international human rights law, preparing internal reports, compiling and analysing statistics, and organizing and participating in events, among other activities.

Minimum Qualifications and Professional Experience Required:

The ideal candidate will be:

- A recent graduate or a student currently enrolled in a graduate/undergraduate university program in law, political science, international development, migration studies, or international relations and have completed at least two years of undergraduate studies in the aforementioned fields of study.
- Have excellent research, analytical, writing and organizational skills.
- Have strong inter-personal skills, be pro-active and a keen team-player.
- Ability to work independently as well as part of a team.
- Excellent computer skills and working knowledge of MS office software.
- Fluency in English is essential and French or Spanish language skills would be an asset.
- Course work completed in the areas of international refugee law and/or Canadian refugee and immigration law would be an asset.

Conditions:

The internship is expected to run from September to December, 2019. The role is full-time or part-time (3 days per week) within 8.00am to 5.00pm Monday to Friday schedule. Full-time interns accumulate 1.5 leave days per month of continuous service. The intern will receive a small stipend to help cover living expenses. There is no expectation of employment at the conclusion of the internship.

To Apply:

Interested applicants should submit their letter of motivation and resume to Nadia Williamson at: williamn@unhcr.org indicating "Protection Unit internship" in the subject of the email. The deadline for applications is **27 June, 2019**.

Thank you for taking the time to consider this position. Please understand that only individuals chosen for the interview will be contacted. Unfortunately, we are not accepting phone calls at this time.