

UNITED NATIONS HIGH COMMISSIONER FOR REFUGEES
UNHCR
INTERNSHIP VACANCY NOTICE

Job title:	External Relations Intern
Vacancy number:	VN 38/22
Contract Type:	Internship
Duty Station:	Bogotá, Colombia
Duration:	6 months (with possible extension up to 8 months)
Closing date:	3 de noviembre de 2022
Start date:	Noviembre 2022

GENERAL CONTEXT

Colombia continues to be the country receiving the highest number of Venezuelans, with a total of over 1.74 million by early 2021 (representing approximately 37% of the 4.6 million Venezuelans in the region). Additionally, an estimated 845,000 Colombians (including those with dual nationality) have returned to Colombia from Venezuela in recent years, which may include those who return on a temporary basis. According to Migración Colombia, around 56% of Venezuelans in Colombia are estimated to be in an irregular situation and thus more exposed to protection risks. From March 2020 until June 2021, the Colombia-Venezuela border was officially closed to contain the spread of the pandemic, but even after the 2 June 2021 border opening on the Colombian side, Venezuelans continue to enter the country primarily through informal crossing points controlled by armed groups. Such irregular movements come with a heightened risk of violence (especially gender-based violence), sexual exploitation, trafficking and smuggling, child recruitment and family separation.

In February 2021, the Government of Colombia issued a Temporary Protection Status (TPS) that is likely to benefit the 1.74 million Venezuelans already in Colombia as well as those who arrive through official border points over the next two years. The TPS provides a 10-year protection status and access to a full range of rights including healthcare, education, formal employment, and financial inclusion. However, xenophobia against Venezuelans has considerably increased in the last year, and it is projected to worsen with the introduction of the TPS. Misinformation and the perceptions that Venezuelans will take away job opportunities from Colombians, fuel general discontent and makes it even more difficult for refugees and migrants to secure a job. Nonetheless, UNHCR believes that TPS is a very promising pathway for addressing the vulnerable situation of Venezuelan refugees and migrants who are in an irregular situation.

This situation continues to be exacerbated by the COVID-19 pandemic which has had a devastating impact in Colombia, especially on refugees, migrants, internally displaced persons (IDPs) and host communities, some who have lost livelihoods and have been evicted from their houses. Economic and protection concerns, including illegal armed actors who have increased control over communities, taking advantage of COVID-19 and the limited State presence, led to over 136,000 Venezuelans to return to their country.

PURPOSE AND SCOPE OF THE INTERNSHIP

The External Relations Unit in Bogotá, Colombia, requires an Intern to perform the following tasks:

- Support the work with potential and current public and private sector partners and UNHCR donors (including responding to queries, ensuring that profiles of potential donors are properly recorded, maintaining interest of potential donors and supporting the production of donor communication materials).
- Maintain up to date UNHCR Colombia donor mission calendar as well as donor briefing kits,

working in close collaboration with the 16 UNHCR Colombia field offices foreseen in 2022.

- Support the organization of UNHCR donor missions and briefings.
- Support the drafting of situation reports, briefing notes, background material, talking points, fact sheets, both in English and in Spanish in close collaboration with Public Information and Inter-Agency Mixed Migration Flow colleagues;
- Support the translation to English of UNHCR factsheets and other relevant donor documents;
- Support the drafting of project proposals as well as interim and final reports for both public and private UNHCR Colombia donors;
- Support with visibility matters.
- Any other duties as assigned by supervisor.

ESSENTIAL MINIMUM REQUIREMENTS

Education:

- Currently undertaking undergraduate and/or master degree or recently graduated (less than two years) in international relations, communication, political or social sciences, journalism, anthropology, law, public administration or any related field;
- Fluency in English and in Spanish;
- Excellent written and verbal communication and interpersonal skills in both English and Spanish;
- Experience working with diverse people and cultural awareness;
- Experience with Microsoft Word, Excel, PowerPoint (intermediate) and basic administrative skills;
- Ability to work well under pressure and manage multiple tasks; and
- Showing a genuine interest in learning and adapting.

DESIRABLE COMPETENCIES

- Experience in public relations with different audiences (donors, government, NGOs, UN agencies, people of concern, etc.);
- Experience in fundraising and/or programme/project development, planning, implementation, and/or monitoring;
- Knowledge of the humanitarian and protection contexts of internal displacement in Colombia and the situation of returned Colombians and Venezuelan refugees and migrants;
- Prior work experience in terms of protection and human rights, especially with communities affected by displacement and armed conflict and with refugees, as well as in the application of rights, differential and non-harm approaches;
- Protection knowledge, including international refugee law, international human rights law and international humanitarian rights.

INTERNSHIP CONDITIONS

- The costs and formalities associated with visas, stay, medical insurance or equivalent are the responsibility of the intern.
- UNHCR will provide a monthly allowance.
- UNHCR is not responsible for the intern's medical insurance or for costs associated with accidents or illness incurred during the internship
- Acceptance of the internship will be subject to the presentation of medical and accident insurance, valid for the internship site and all other documents required
- If the internship is being performed as a requirement for obtaining a degree, acceptance of the internship is subject to the presentation of proof of affiliation with the company presentation of proof of affiliation and payment of contributions to the General System of Labor Risks of the intern.
- If the internship is done independently, it is necessary in any case to present the corresponding ARL certificate.
- In case the Safety Risk Assessment (SRA) changes during the internship, the internship may be suspended in order to protect the integrity of the intern.
- The intern will not be allowed to go on mission to places outside the country where the internship is accepted.

ELIGIBILITY

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

- Be a recent graduate or current student in a graduate/undergraduate school programme from a University or Higher Education facility.
- 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 two years of applying for an internship with UNHCR.

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 “**VN038/22LASTNAME, Name – External Relations Intern Republication Bogotá, Colombia**” in the subject line to: colbovac@unhcr.org by November 3rd, 2022. Only shortlisted candidates will be notified. No late applications will be accepted.

Short-listed applicants may be called for a test and interview, which is of the competency-based type. Only short-listed candidates will be notified. Applications will not be accepted after the deadline.

UNHCR is committed to diversity and welcomes applications from qualified applicants regardless of factors such as disability status, gender identity, marital status, race, color or ethnic and national origin, religion or belief, or sexual orientation.

UNHCR seeks to ensure that both male and female job applicants have equal career opportunities. equal career opportunities.

UNHCR does not charge any fees at any stage of the hiring process (application, interview, recruitment, training or other phases)