

The Iraq Operation of the United Nations High Commissioner for Refugees (UNHCR) in Iraq invites qualified candidates to apply for the following vacancy:

Functional Title: **INTERNSHIP Public Information**
Contractual Status: **- 3 months contract (extendable to a maximum of 6 months)**
Duty Station: **Basra - Iraq**

Vacancy Tracking No.: **IRQ/BGD/2018/INT-EXT/17**
Date of Issue: **03 May 2018**
Deadline for applications: **16 May 2018**

INTERNAL/EXTERNAL VACANCY ANNOUNCEMENT

The incumbent will undertake the following responsibilities under the direct supervision of the Head of Field Office in Basra.

ORGANIZATIONAL CONTEXT:

Field Office Basra covers 5 southern governorates of Iraq (Basra, Thi Qar, Muthanna, Diwaniya and Maysan). As of 31 March 2018, it is responsible for all protection and assistance rendered in its area of responsibility to asylum-seekers and refugees (755 individuals), stateless persons (127 individuals) and internally displaced persons (IDPs, 48,402 individuals).

Majority of UNHCR persons of concern (POC) live in out of camp setting, in urban and rural areas. There are, however, 4 facilities that host IDPs: Basra collective centre (hosts 13 individuals as of 30 April 2018), Maysan camp (hosts 103 individuals as of 30 April 2018), Maysan Al Jamei collective centre (hosts 470 individuals as of 30 April 2018) and Diwaniya Zaytoon compound (hosts 366 individuals as of 30 April 2018).

Public Information Intern will have frequent contacts involving the exchange of a wide range of information with colleagues within the UNHCR, as well as media, international organizations, academic institutions and private individuals.

The intern will be supervised by the Head of Field Office Basra.

The interns are not remunerated by the UNHCR. However, an allowance will be provided to the Intern to cover food and local transportation expenses (UNHCR/AI/2018/3).

FUNCTIONAL STATEMENT:

Accountability

- Media and local situation regarding UNHCR's work is regularly monitored.
- Field Office Basra activities are properly captured and reported to the Branch Office Baghdad Public Information Unit.

Responsibility

- Monitor UNAMI media monitoring reports and local media and bring Head of Field Office Basra's attention to the information and materials concerning UNHCR persons of concern in the south of Iraq.
- Use electronic devices (photo, audio and video) to capture Field Office Basra activities and report them to the Branch Office Baghdad Public Information Unit for further posting in UNHCR Iraq facebook and twitter accounts.
- Gather information and materials for public awareness campaigns and for the preparation of in-house briefing notes, information kits, reports, etc.
- Liaise with printing houses to produce visibility items.
- Provide public information support during formal events.
- Keep an inventory record of all visibility materials and request ordering missing items accordingly.
- Distribute visibility materials to staff and produce certain visibility materials.
- Translate various materials from English to Arabic and vice versa.



UNHCR

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

REQUIRED COMPETENCIES:

- Planning and Organizing.
- Technological Awareness.
- Innovation and Creativity.
- Political Awareness.

ESSENTIAL MINIMUM QUALIFICATIONS AND PROFESSIONAL EXPERIENCE REQUIRED:

- Recent graduate or current student in a graduate school programme from a university or higher education facility accredited by the UNESCO in International Relations, Journalism, Political Science or related field. Recent graduates are those persons who completed their studies within one year of applying for an internship with the UNHCR.
- Communication and computer skills.
- Excellent drafting skills, as well as translation skills.
- Previous experience or knowledge of displaced populations is a distinct advantage.

LANGUAGE:

- Fluency in English and Arabic.

Interested applicants should forward the UN history form (P-11) with a covering letter in English explaining their interest in the position to:
e-mail: irqbaadm@unhcr.org

Please indicate the post title you are applying for in the subject.

Only short-listed applicants will be contacted, and engagement is needed immediately.