



Department of International Refugee Law and Migration Law Call for applications: Internship

The International Institute of Humanitarian Law is an independent, non-profit, humanitarian organization founded in 1970. The Institute has its headquarters in Sanremo, Italy, and a liaison office in Geneva, Switzerland.

The Institute, through its Department of International Refugee Law and Migration Law, aims at enhancing the knowledge and skills of government and civil society officials engaged in work with people in need of protection, namely refugees, internally displaced persons (IDPs), stateless people and migrants.

Through its training, capacity-building, and horizontal sharing of experiences, the Department advocates for the safeguarding of human rights in a way that complements and adds to the efforts of relevant stakeholders in this field of protection. The Institute has a consolidated reputation worldwide and a long-lasting partnership with international organizations, such as the United Nations High Commissioner for Refugees – UNHCR, the International Organization for Migration – IOM, and the International Committee of the Red Cross – ICRC.

The Department of International Refugee Law and Migration Law offers prospective Junior Collaborators the opportunity to support its work and enhance its mandate while enhancing their professional skills and knowledge. Interested applicants must have a minimum period of three months, according to the tasks and timeframe outlined below.

Internship offer:

General Role

The internship aims at training junior profiles with specific skills in research, data and legal analysis, organization and development of training activities, in particular using online learning tools.

Main responsibilities

The candidate will be assigned, but not limited to, the following main activities:

- Liaise with the Department's Team for the collection of useful data and learning resources for the courses;
- Contribute to research information related to legal framework and protection situation in countries represented by participants of the courses;
- Assist in the research on the current situation and statistics related to refugees, internally displaced persons, stateless people and migrants worldwide;
- Support in conducting the quantitative and qualitative analysis of the course evaluation forms necessary for reporting;
- Assist in the administrative and technical processes of the courses (e.g. lists of participants and facilitators, bios, etc.);
- Support with the graphic design of the Department's learning products and media communication;
- Support in any translations needed (e.g. correspondence with participants, course content, broadcasts);
- Conduct any other tasks deemed necessary to achieve the Department's objectives.

Profile

The ideal candidate fulfils the following requirements:

- Currently enrolled in a degree program or graduate in law, political science, social science or related fields;
- Fluency (written and spoken) in English;
- Fluency (written and spoken) in another official UN language (e.g. Russian, Arabic, French, Spanish) is an asset;
- Have advanced knowledge of corporate software such as Word, Excel, and PowerPoint;
- Good emphatic, social and communication skills as well as a proactive, professional and positive



attitude;

- Attention to detail, accuracy, and discretion complete the profile;
- Background in International Law, Human Rights and Refugee Law is an asset;
- Use of graphic design tools such as Canva and Photoshop is an asset;
- Motivation and passion for working in an organization supporting the protection of refugees, internally displaced persons (IDPs), stateless people and migrants.

Selection criteria

Priority is given to:

- Students or recent graduates interested in the fields of International Humanitarian Law, Human Rights, Refugee Law, Migration Law, International Relations and other related disciplines;
- Candidates who are fluent in English and another UN language.

Internship conditions and procedures

- **Deadline for applications:** 30 August 2021;
- **Starting date:** mid-September 2021;

The Junior Collaborators will perform their duties remotely. The minimum duration of the contract is of at least three months, extendable to six months upon mutual agreement.

All those interested are kindly invited to send an updated CV and the [application form](#) duly filled to internships@iihl.org. Subject to the email should be: "Vacancy: Junior Collaborators | Department of International Refugee Law and Migration Law".

Both curricular and extra-curricular internship requests are considered. The Institute envisages remuneration for extra-curricular interns who are selected.

Due to the considerable amount of applications we receive, only those candidates who are successful at the application pre-screening stage will be contacted.