



International Organization for Migration (IOM)
The UN Migration Agency

Notice IE2019 - 04

Position Title	:	Outreach Intern
Time Basis	:	Part-time (20 hours per week)
Duty Station	:	Dublin, Ireland
Classification	:	Internship (Paid)
Type of Appointment	:	Six months
Estimated Start Date	:	As soon as possible
Closing Date	:	06.05.2019

Established in 1951, IOM is the leading inter-governmental organization in the field of migration and works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

IOM is committed to a diverse and inclusive environment. Internal and external candidates are eligible to apply to this vacancy. For the purpose of the vacancy, internal candidates are considered as first-tier candidates.

Context:

Under the overall guidance of the Chief of Mission and the direct supervision of the Outreach Coordinator, and in coordination with IOM Ireland's Operations unit, the Outreach Intern will provide information on IOM's voluntary return services to potential returnees (current asylum seekers and irregular migrants). The Outreach Intern will assist in raising general awareness with potential beneficiaries on the services available under the Assisted Voluntary Return and Reintegration (AVRR) programme, and the procedures and application processes for AVRR assistance, so that asylum seekers and irregular migrants have an informed and objective understanding of voluntary return.

Core Functions / Responsibilities:

1. Network with, and conduct a regional mapping and needs assessment of, service providers to gauge i) contact with and potential for voluntary return of asylum seekers and very vulnerable irregular migrants and ii) existing skills and knowledge of service providers in relation to voluntary return, and mutual inter-agency referrals.

2. Organise and partake in outreach visits and information sessions, as necessary with service providers, for potential returnees and referral agencies, including devising and delivering informal and formal presentations to a variety of audiences.
3. Suggest new and innovative information and outreach activities on an on-going basis to respond to changing trends and needs that will inform the IOM Ireland outreach and information strategy for 2018.
4. Maintain strong knowledge of all regional service providers, and their remits and roles and cultivate good working relationships.
5. Maintain information materials on voluntary return, including the retaining of statistics to ensure proactive distribution across the regions.
6. Monitor the local press in respect of migrant related issues.
7. Draft written monthly reports on planned and implemented outreach and information activities for submission to outreach Coordinator. Submit final report including mapping of key service providers and recommendations for continuing outreach and information activities across the regions.
8. Perform any other duties as may be assigned.

Desirable Qualifications and Experience

Education

- Currently undertaking a Bachelor's Degree or equivalent from an accredited academic institution in Journalism, International Development, Social and/or Political Science.

Experience

- Experience in the fields of communications, media, public relations, social sciences, human rights or provision of assistance to vulnerable groups.
- Experience of working with, and providing assistance to, vulnerable groups or migrant populations.
- Good knowledge of MS Office Applications (and in particular Excel, Word and Power Point).

Languages

- Fluency in English is required.
- Any other IOM official language is an advantage.

Required Competencies

Technical

- Ease of communication and interaction with professional and institutional interlocutors. Facility in establishing and managing mutually beneficial relations and engagement with key interlocutors.

- Ability to identify and keep abreast of key information and promotional content of interest and benefit to institutional interlocutors that fosters and maintains engagement with IOM programmes and objectives.
- Ability to impartially interact with, and to communicate clearly with, potential beneficiaries of IOM programmes in such a way that will enable them to make informed decisions as to the best course of action to be taken, particularly with beneficiaries from different cultures and with limited language skills.
- Ability to draft concise reports on outreach activities carried out. Capacity to identify barriers to effective communication and propose solutions for overcoming them.
- Skills in using IOM generic and return-specific communication materials, documents and tools as currently available or to propose improved formats and content.
- Functional literacy in using presentation and communication software on both desktop and mobile platforms.

Behavioural

- Accountability – takes responsibility for action and manages constructive criticisms
- Client Orientation – works effectively well with client and stakeholders
- Continuous Learning – promotes continuous learning for self and others
- Communication – listens and communicates clearly, adapting delivery to the audience
- Creativity and Initiative – actively seeks new ways of improving programmes or services
- Leadership and Negotiation – develops effective partnerships with internal and external stakeholders;
- Performance Management – identify ways and implement actions to improve performance of self and others.
- Planning and Organizing - plans work, anticipates risks, and sets goals within area of responsibility;
- Professionalism - displays mastery of subject matter
- Teamwork – contributes to a collegial team environment; incorporates gender related needs, perspectives, concerns and promotes equal gender participation.
- Technological Awareness - displays awareness of relevant technological solutions;
- Resource Mobilization - works with internal and external stakeholders to meet resource needs of IOM.

Other

Any offer made in relation to this notice is subject to funding confirmation.

Award of contract will be subject to certification that the candidate is medically fit and verification of residency, visa and authorizations by the concerned Government where applicable.

The position may require travel within Ireland.

How to apply:

Interested candidates are invited to submit their applications in English (CV and motivation letter) to iomdublin@iom.int, quoting Notice Number **IE2019-04**.

Only shortlisted candidates will be contacted.

Posting period:

From 23.04.2019 to 06.05.2019