**TERMS OF REFERENCE FOR INTERNSHIP**

**Organizational Unit: Partnerships, Analytics, Research and Knowledge Service, Division of Resilience and Solutions**

**Duty station: Geneva, Switzerland**

**Duration of the internship: 6 Months**

**Expected start date: October 2020**

**Background information/Organizational Context**

UNHCR is a subsidiary organ of the United Nations and provides international protection to refugees and, together with Governments, seeks permanent solutions to their problems, as reflected in the Statute of the Office of the United Nations High Commissioner for Refugees. UNHCR’s mandated responsibility for finding solutions to refugee situations has long required stronger cooperation with a variety of partners, and more recently, the Global Compact on Refugees (GCR) has framed a new, multi-stakeholder, solutions-oriented approach towards refugee situations. In line with this, UNHCR is engaging a wider range of stakeholders, including governmental, non-governmental, and multilateral partnerships to enable more comprehensive responses to refugees and other displacement situations.

UNHCR’s Division of Resilience and Solutions (DRS), engages with UN partners who are active in development and peacebuilding, with a focus on transformative collaboration within the framework of UN reform, the Sustainable Development Goals and the realisation of the GCR. Specifically, the Partnerships, Analytics, Research and Knowledge Service (PARK) within DRS works with UN partners (ILO, UNDP, UNICEF, and the Peacebuilding Fund) at both policy- and programmatic level to establish and enable progress towards strategic joint goals, such as:

* The inclusion of forcibly displaced populations in partners’ development programmes,
* The adoption of approaches by partners that benefit UNHCR’s populations of concern and their host communities,
* Strengthening UNHCR’s engagement in the humanitarian-development-peace nexus,
* The identification and creation of synergies with UN partners’ programmes in refugee-hosting areas, and
* Coordinated and joint engagement with host governments at local and national levels in support of the inclusion of refugees into national systems, budgets and development plans.

The intern will support the day-to-day engagement on the partnership with UN partners and the support to UNHCR Bureaus and operations on related policy, programme, advocacy and capacity building matters. The internship will be an opportunity for interns to obtain knowledge and practical experience related to their academic programme or future work in a field related to UNHCR’s mandate. Specifically, the intern will gain knowledge on:

* Issues regarding the humanitarian-development-peace nexus and durable solutions (voluntary repatriation, resettlement and local integration) of refugees and the variety of aspects (legal, social, economic) related to solutions;
* Internal processes and inter-divisional collaboration in a large humanitarian organization;
* Inter-agency and cross-sectoral collaboration in humanitarian and development contexts;
* UNHCR’s work on solutions and resilience in field and country offices around the world;
* Other issue areas central to UNHCR’s work (including livelihoods and self-reliance, emergency response, international protection, etc); and
* Different UN organizations, development partners, and donors.

**Duties and Responsibilities**

Working under the overall supervision of the Senior Partnerships Officer, the intern will:

* Support UNHCR's day-to-day coordination and management at the global level of strategic partnerships with UNDP, ILO, UNICEF, and the UN Peace and Security architecture including the UN Peacebuilding Fund, in support of GCR objectives and in particular the socio-economic inclusion of forcibly displaced populations.
* Support the implementation of key partnership frameworks such as the ILO-UNHCR Joint Action Plan, the UNDP-UNHCR Joint Action Plan, and the UNICEF-UNHCR Blueprint for Joint Action, including the provision of support to country level operations in which these frameworks are being implemented.
* Assist in the collection, analysis and dissemination of learning on UNHCR’s engagement with development and peace oriented UN partners and systems, both bilateral and multilateral.
* Support UNHCR’s engagement on the SDGs including SDG processes with UN partners such as the UN Common Country Assessment and UN Sustainable Development Cooperation Framework.
* Support in strengthening UNHCR’s and other UN partners’ collective knowledge base on how to advance socio-economic inclusion of refugees, including on enablers and inhibitors, the interconnectivity of different aspects of inclusion (e.g. financial inclusion, inclusion in national service delivery systems, inclusion in national data systems) and the realization of specific rights (e.g. freedom of movement, access to civil documentation).
* Use UNHCR’s internal Community of Practice on Development Partnerships and Comprehensive Responses, supporting the sharing of knowledge and experience across UNHCR operations globally by documenting and disseminating good practices.
* Support internal and external communications related to key partners and frameworks, to facilitate cross-team collaboration and engagement with other stakeholders such as Member States, development partners and refugees themselves.
* Support UNHCR’s capacity building activities, including in collaboration with UNHCR’s Global Learning and Development Centre.
* Support requests for background notes, talking points, briefing materials to support UNHCR’s engagement with UN partners and on the humanitarian-development-peace nexus;
* Perform other related duties as required.

**Minimum qualifications required**

* Educational background in law, development studies, international relations, economics, public administration, social sciences or related studies;
* Work experience related to refugees and other displaced populations is an asset;
* Excellent oral and written English skills. Knowledge of French is an asset;
* Very good analytical, communication and research skills;
* Ability to work independently, when necessary; and
* Flexibility, team working skills, professional and personal integrity.

**Eligibility**

In order to be considered for an internship, candidates must meet the following eligibility criteria:

* Recent graduate (those persons who completed their studies within one year of applying) or current student in a graduate/undergraduate school programme from a university or higher education facility accredited by UNESCO; and
* Have completed at least two years of undergraduate studies in a field relevant or of interest to the work of the Organization.
* Candidates who have immediate relatives (father, mother, son, daughter, brother or sister) working as staff members of UNHCR are not eligible.

**Others**

It is a full-time role (40 hours per week).

The UNHCR workforce consists of many diverse nationalities, cultures, languages and opinions. UNHCR seeks to sustain and strengthen this diversity to ensure equal opportunities as well as an inclusive working environment for its entire workforce. Applications are encouraged from all qualified candidates without distinction on grounds of race, colour, sex, national origin, age, religion, disability, sexual orientation and gender identity