**TERMS OF REFERENCE FOR INTERNSHIP**

**Organizational Unit: Security**

**Duty station: Athens, Greece**

**Duration of the internship: 8 months (6 months + 2 months extension as per the Administrative instruction)**

**Expected start date: March 2021**

**Background information/Organizational Context**

UNHCR’s role in Greece focuses on working with the Government, non-governmental and other organizations, volunteer networks and communities to ensure the protection of refugees and asylum seekers arriving in Greece. UNHCR advocates for the improvement of policies and services that affect the lives of refugees. UNHCR supports the Government to improve the process through which people can apply for asylum and access rights. Where necessary UNHCR helps the Government to fulfill the basic needs of asylum-seekers and refugees. In some cases, UNHCR provides support when there are gaps related to shelter, water, sanitation, food, basic household items, health, education, information provision, coordination and site management. UNHCR does this either directly or by working with partners. UNHCR’s role varies from location to location, depending on the identified needs and partnerships. UNHCR assists asylum-seekers by connecting them with partners who can provide social and legal advice and representation. UNHCR also provides support to government officials, the staff of non-governmental organizations (NGOs) and others to enhance their capacity to understand and respond to the needs of refugees.

In line with UNHCR’s policy of bringing diverse profiles and knowledge, innovative thinking and different ideas to the UNHCR workplace, it is intended to open an internship within the security field, which will be located in the Athens Country Office. The work of UNHCR benefits broadly from increased linkages and exchanges, formal and informal, with academia globally through interns. The work of interns is expected to contribute to UNHCR delivering on its mandate for refugees and asylum seekers, returnees, stateless people and internally displaced persons and helping the Organization remain relevant in the competitive humanitarian environment. UNHCR provides interns with a learning opportunity to gain knowledge and practical experience related to their academic programme or future work in a field related to UNHCR's mission. By being directly exposed to the work of the Organization, interns have the chance to develop their skills and aptitudes.

**Duties and Responsibilities**

* Compile returns on Mitigation Measures from the UN Security Management System’s compliance, and review for consistency.
* Assist the Senior Field Security Officer (SFSO) Regional Bureau Europe (RBE) in coordinating and advancing progress on compliance measures associated with Security Risk Management (SRM) obligations.
* Review and compare for consistency the Mitigation Measures as detailed in the SRMs, across country operations within the RBE based on the country threat designation.
* Catalogue security incidents as reported within the media and online publications, with potential security or safety implications for UNHCR. The parameters for such incidents will be clearly defined by the SFSO prior to tasking.
* Identify reports on geopolitical and security developments with the potential to impact on humanitarian activities with the RBE area.
* Synopsize media coverage of events and developments of interest to UNHCR activities as directed by the SFSO.
* Collate information and returns from field offices into the database of security incidents of interest to UNHCR . Direction, parameters and focus to be defined by the SFSO.

**Minimum qualifications required**

* The applicant should be a graduate or student (as per the eligibility defined below) of a third level course of studies with a focus on international relations, modern conflict studies, peace & conflict, political science, law or military history. (Or equivalent).
* Plus, a very high level of ability in written English.

**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