**TERMS OF REFERENCE FOR INTERNSHIP**

**Organizational Unit:** UNHCR Kenya Representation/Nairobi/Resettlement Unit

**Duty station:** Nairobi, Kenya

**Duration of the internship:** 6 months and potential for extension to 8 months as permitted by guidelines

**Expected start date:** October 2020

**Background information/Organizational Context**

The Republic of Kenya has acceded to the 1951 Convention relating to the status of Refugees and its 1967 Protocol as well as the 1969 OAU Convention, and has ratified various other international instruments protecting human rights. In December 2006, Kenya enacted its first refugee legislation, the Refugees Act of 2006.

Although the 1951 Convention holds a contracting State responsible for according to refugees, lawfully staying on its territory, the right to choose their place of residence and to move freely within its territory, Kenya has since the early 1990s practiced a policy of encampment which obliges the majority of refugees to remain within the confines of UNHCR-supported refugee camps. Although the Act does not indicate specifically whether refugees shall be required to reside in these designated areas, it provides for legal sanctions against those who contravene the Act by residing, without authority, outside camps in urban areas.

Refugees residing in urban centres, as a rule, do not receive material assistance with the exception of extremely vulnerable cases and those with protection concerns. Refugees in Kenya mainly receive UNHCR protection and assistance at the Sub-Office level in the Dadaab and Kakuma camps. The limited access refugees have to local and national economic activities, combined with a very poor resource base constitute serious constraints for refugees to attain any level of self-sufficiency, let alone local integration. The psychological effects of surviving trauma, have contributed to a protracted refugee population that is highly vulnerable. Furthermore, refugees living in urban areas are subject to arbitrary arrest and detention as their refugee certificates are not always recognized by the Kenyan authorities.

Kenya has been the beneficiary of a relatively generous number of resettlement quota places with a wide variety of countries including: Australia, Canada, Germany, Iceland, Netherlands, Norway and the United Kingdom. The internal allocation of the annual resettlement target provides Nairobi (currently) with approximately 800 refugees quota places in 2020. This number may increase over the year. This is because most countries find Nairobi a convenient location to process refugees. Many countries have diplomatic missions in Nairobi. When pressed by time to meet quotas, a number of countries try to source cases in Nairobi.

The resettlement needs for refugees in Nairobi are strong. It should be noted that Nairobi has some of the most compelling resettlement cases not just in Kenya but in the region. A fair number of refugees in Nairobi have high profile cases, others have exceptional protection needs. For these refugees, they cannot be relocated to the camps. In the past, Nairobi has submitted cases for human rights defenders, journalists, witnesses to corruption, medical cases, LGBTI, etc.

The Resettlement Unit in Nairobi currently consists of a P4 Senior Resettlement Officer [reassigned in July, 2020], an Associate Resettlement Officer (JPO) [arriving in August, 2020]; an Assistant Resettlement Officer, three regular national staff and two temporary assistance national staff. There is also a Resettlement Fellow from Columbia University School of Law [through August, 2020].

This internship will also be an opportunity for the candidate to:

* Further enhance knowledge of Refugee Law
* Read the Resettlement Handbook and understand the resettlement criteria;
* Understand how the various countries process and adjudicate resettlement cases;
* Learn Country of Origin Information (COI) for the main groups of refugees in Kenya and how to research COI to support resettlement cases;
* Learn the structure of the resettlement application (RRF)

**Duties and Responsibilities**

During the internship, the Intern will:

* Provide information and counselling to refugees about the resettlement process in general and specific information related to individual refugee cases;
* Develop interviewing skills with refugees and working with an interpreter;
* Conduct initial assessment interviews for resettlement and liaise with appropriate actors to address related processing issues (including biodata changes, resolution of custody issues, BIDs, etc.);
* Draft select sections of an RRF including, inter alia, legal analysis and the resettlement needs section.
* Conduct other research and analysis to support cases;
* Any other administrative support to the Resettlement Unit.

**Minimum qualifications required**

The ideal candidate will:

* Be working on or has recently received a graduate’s degree in law or International Relations who has taken courses in Refugee Law, Human Rights Law and/or Public International Law.
* Have some experience interacting with refugees.
* Be someone who wants to explore the possibility of working with refugees in the future.
* Have excellent English conversational and drafting skills. Candidates will have to be able to organize material well and argue cases persuasively.
* Have other language skills: French or Swahili would be highly preferred as the intern would be able to interact directly with the refugees.
* Have strong Computer skills. The candidate will have to be comfortable with various Microsoft programs (Word and Excel) and internet researching. Experience with abases also is highly desirable.

**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