



## Call for CV 2024-03

### Open to Internal and External Candidates

Position Title	:	<b>Intern (Migration Health Unit)</b>
Duty Station	:	<b>Brussels, Belgium (Regional Office)</b>
Classification	:	<b>Internship</b>
Duration of Assignment	:	<b>6 months</b>
Estimated Start Date	:	<b>May 2024</b>
Closing Date	:	<b>10 April 2024</b>

*Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, 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.*

### **Context**

Working under the overall direction of the Senior Regional Migration Health Advisor, the intern will assist the Migration Health Unit in Brussels in different global and regional projects.

### **Learning objectives**

- Gain working experience in an international multicultural environment within the United Nations system;
- Develop an unique understanding of migration health and IOM's role in migration and health governance;
- Become acquainted with and develop fundamental skills to draw connections and explain concepts through different means.

### **General functions**

Linked to the above-mentioned learning objectives, the tasks expected to perform include, but are not limited to:

- Assist in developing project material, briefs, articles for media, correspondence and information documents/newsletters;
- Assist the unit in creating/maintaining a database for all visibility material related to the projects, including videos and photos;
- Assist with administrative tasks such as drafting documents, organizing files and scheduling appointments to help the unit manage migration health projects effectively;

- Assist in draft descriptions for events and notes for the file;
- Perform other relevant duties as may be assigned by the supervisor.

## ***Required Qualifications and Experience***

### **Education**

Applicants to IOM internships must, at the time of application, meet one of the following requirements:

- a) Be enrolled in the final academic year of a first university degree programme (minimum Bachelor's level or equivalent);
- b) Be enrolled in a graduate school programme (second university degree or equivalent, or higher); or
- c) Have graduated with a university degree and, if selected, must commence the internship within one year of graduation.

**Required field of study:** Public Health, Medical Anthropology, Social Science, International Relations or Humanitarian Studies from an accredited academic institution.

### **Experience**

- Great command of Microsoft Office: Word, PowerPoint and Excel is required.
- Strong writing, research and analytical skills.
- Previous volunteer or internship experience in an international organization, governmental institution or NGO will be considered an advantage.
- Previous volunteer or internship experience in the public health sector will be considered an advantage.
- Understanding and familiarity in providing support to project management will be considered an advantage

### **Languages**

Fluency in English is required. Working knowledge of Spanish, French or Russian is an advantage.

### ***Other***

Appointment will be subject to certification that the candidate is medically fit for appointment and verification of residency, visa and authorizations by the concerned Government, where applicable. As part of the mandatory medical entry on duty clearance, candidates will be requested to provide evidence of vaccination against COVID-19.

This post is subject to local recruitment. Only persons holding a valid residence and work permit for Belgium will be eligible for consideration.

The intern is expected to apply and obtain a scholarship to cover their costs of living during the internship. Normally, **only candidates coming with, or eligible for, a third-party scholarship at the time of application will be eligible for consideration.** For instance, the [Flanders Trainee](#)

[Programme](#), the [WBI traineeship programme](#) or Erasmus+ can be considered.

The start of the internship is based upon confirmation of funding for the internship.

### ***How to apply***

Interested candidates are invited to submit their applications to [IOMBrusselsApplications@iom.int](mailto:IOMBrusselsApplications@iom.int) **by 10 April 2024 by 23:59 (Brussels time)** at the latest, referring to 'CFCV 2024-03 Intern MHU' in the subject line and including the following documents:

- a) CV
- b) Cover Letter
- c) Mandatory Questionnaire (page 4)

In order for an application to be considered valid, IOM only accepts applications duly completed. IOM reserves the right to contact shortlisted candidates only.

### ***Posting period***

From 27.03.2024 to 10.04.2024

**Mandatory Questionnaire – All information will be verified**  
**CFCV 2023-03 Intern MHU, RO Brussels**

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**1. Academic background**

1.1. Pick one of the following:

- I am currently enrolled in the final academic year of a first university degree programme (minimum Bachelor's level or equivalent)
- I am currently enrolled in a graduate school programme (second university degree or equivalent, or higher)
- I have graduated with a university degree. Date of graduation: \_\_\_\_\_
- Other: \_\_\_\_\_

1.2. Field of study: \_\_\_\_\_

**2. Languages skills**

- 2.1. English  A1  A2  B1  B2  C1  C2
- 2.2. Spanish  A1  A2  B1  B2  C1  C2
- 2.3. French  A1  A2  B1  B2  C1  C2
- 2.4. Russian  A1  A2  B1  B2  C1  C2

**3. Previous experience and skills (tick all that apply)**

- Previous volunteer or internship experience in an international organization, governmental institution or NGO
- Previous volunteer or internship experience in the public health sector
- Great command of Microsoft Office: Word, PowerPoint and Excel

**4. Scholarship**

- I come with a student or internship scholarship, or I am eligible for one.

Please specify: \_\_\_\_\_

**5. Do you currently hold a valid residence and work permit for Belgium?** yes  no   
(EU nationals, please mark 'yes'; non-EU nationals, please mark as appropriate)

**6. Do you have any relatives in the service of IOM?** yes  no