



# UNHCR

United Nations High Commissioner for Refugees  
Haut Commissariat des Nations Unies pour les réfugiés

# Terms of Reference

## Statelessness Statistics Internship

### Statistics Team/FICSS

UNHCR, the UN Refugee Agency, is offering an internship within the *Statistics Team/Field Information and Coordination Support Section* in our *Copenhagen Headquarters in Denmark*.

The internship will be within UNHCR's Statistics Team, which sits within the Division of Programme Support and Management (DPSM). This internship offers a unique opportunity to support a new initiative on improving statistics on stateless populations as well as experience working within the UN system. Therefore we seek a dynamic and driven individual with a keen interest in reporting on hard to reach and marginalized populations as well as strong organizational and analytical skills.

UNHCR is a global organisation dedicated to saving lives, protecting rights and building a better future for refugees, forcibly displaced communities and stateless people. Every year, millions of men, women and children are forced to flee their homes to escape conflict and persecution. We are in over 130 countries, using our expertise to protect and care for millions.

**Title:** Statistics Intern

**Duty Station:** Copenhagen, Denmark

**Duration:** Six months

**Contract Type:** Internship

**Closing date:** Sunday 10 March, Mid-Night Central European Time (CET)

**Start date:** 01 April 2019 or as soon as possible

## Organisational context

In January 2017, the Secretary General, in a meeting with his Executive Committee, called for the development of a UN system-wide strategy to address statelessness, including improving data on statelessness. To implement the Executive Committee decision, a time-bound Inter-Agency Working Group (IAWG) on Statelessness was established, led by UNHCR. One of

the key decision points was that data on statelessness must be strengthened. Given the technical nature of the data-related work, and the longer time-horizon needed to achieve results, it was decided to establish a sub-group on data which will seek to strengthen statistical capacity at the country level and improve data collection and analysis of data stateless people, as well as produce an improved global estimates of statelessness. The data sub-group first met in April 2018 and is led by UNCHR and UNFPA.

## The position

This internship offers a unique opportunity to support a new inter-agency initiative on improving statistics on stateless populations. Therefore we seek a dynamic and driven individual with a keen interest in reporting on hard to reach and marginalized populations as well as strong organizational and analytical skills.

## Duties and responsibilities

- Assist with the implementation of the work plans of the different work streams of the data sub-group around improving statistics on stateless populations
- Assist with the coordination of the different agencies and partners participating in the data sub-group
- Assist in preparation of advocacy material on the work of the group
- Any other duties as required

## Essential minimum qualifications and professional experience required

The ideal candidate will possess:

- Be a recent graduate (completed studies within one year) 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.
- A university degree in statistics, sociology, demography, geography or any other relevant field with a strong analytical component
- Excellent communication and interpersonal skills
- Demonstrated organizational skills

- Knowledge of demographic estimation methods, especially for hard to reach populations
- Strong knowledge of social research methods, especially around hard to reach and marginalized populations, including both quantitative and qualitative research
- Data visualization skills desirable
- Advanced knowledge of MS Office suite, especially Excel
- Knowledge of statistical or analytical software or programmes with a preference for “R”
- Project management experience strongly desirable
- Fluency in English required, other UN languages desirable
- Be highly organized, a self-starter and have good attention to detail
- Be able to multi-task and to priorities workload
- Be a flexible, team-player

## Location

The successful candidate will be based with the team in the UN City in Copenhagen, Denmark, (possibility for Geneva or New York) with input from the Statelessness Unit in Geneva and UNFPA in New York.

## Conditions

Obtaining and renewing current visas and residence permits including all associated costs, are the responsibility of the intern. The internship is for six months and the start date is in ASAP. It is a full-time role with working hours from 8.30am to 5pm Monday to Friday (40 hrs per week).

## To apply

Interested applicants should submit their letter of motivation, Personal History Form (P11), and CV to [DENCOCMUHR@UNHCR.ORG](mailto:DENCOCMUHR@UNHCR.ORG) indicating **Statelessness Statistics Intern** in the subject of the email. Personal History Forms are available at [PHF Form](#) / [Supplementary Sheet](#).

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.