

Internship with the UNHCR Office for Switzerland and Liechtenstein in Geneva

Throughout the year the UNHCR Office for Switzerland and Liechtenstein (OSL) offers internships with the legal/protection unit (in Bern and Geneva) as well as the public relations unit (in Bern). The internships normally last between three and six months.

OSL acts as a country office for Switzerland and Liechtenstein. We work closely with the Swiss authorities, non-governmental organisations (NGOs) and other relevant actors in Switzerland and Liechtenstein for the protection of asylum seekers, refugees and stateless people. We also seek to support governments to find durable solutions for refugees. The Office is currently based in Geneva, but will move to Berne on 1 October 2019. The Office will, though, maintain a limited presence in Geneva for certain protection activities.

Our interns are part of a small but dynamic team and benefit from individual supervision. They are involved in day to day tasks, but are also entrusted with specific longer and shorter term projects. It is important for us that interns keep learning on their given tasks and find out more about UNHCR's mandate and activities.

Legal / Protection Internship (individual case work), located in Geneva

Selection Criteria

In order to be considered eligible for an internship, the following criteria must be fulfilled:

- Be a recent graduate or current student in a graduate/undergraduate school programme from a university or higher education facility accredited by UNESCO;
- Have completed at least two years of undergraduate studies in a field of law, political science or related studies and have a particular interest in refugee protection and human rights.
- Have an excellent knowledge of German, French, and English;
- Have strong drafting skills and research experience;
- Have the ability to work independently and to perform individual tasks in a small team;
- Practical experiences within the Swiss asylum system and/or with International refugee law as well as with refugees and asylum seekers' counselling are beneficial.

Duties and Responsibilities

- Support protection team members in individual cases' management (e.g. help to receive and counsel visitors; respond to emails, letters and telephone calls, ensure maintenance of IC data base);
- Draft replies and respond to inquiries submitted by refugees and asylum seekers as well as NGOs;
- Conduct legal and factual research and collect information on a wide range of protection topics and on countries of origin;
- Perform other tasks as required.

Allowance

The internship is non-remunerated. However, interns who do not receive financial support from an outside party will receive a Food and Local Transportation allowance (FLTA) to partially help to cover the living costs. The maximum amount of allowance is 1000 CHF. In cases where a sponsored intern receives funding (less than the amount of allowance described above) from the sponsoring institution or another sponsor, UNHCR will pay the difference between this amount and the above allowance, if any. Interns are expected to make their own arrangements for travel, visa, accommodation and living expenses during the internship period.

Application

Please send your application consisting of a cover letter and a CV, and indicating your availability to: imelli@unhcr.org

We look forward to your application!