

The Office of the United Nations High Commissioner for Refugees offers assistance and protection to refugees around the world. UNHCR is one of the largest refugee agencies, with a staff of over 17,000 employees who help millions of refugees in 138 countries.

The External Relations Unit for Belgium and Luxembourg is seeking a **native Francophone intern for 6 months (starting January 2021)**. The intern must meet the administrative criteria set out below and have a perfect command of French, a good command of English and Dutch, and knowledge of the media sector (including social media). Layout and CMS skills are an asset.

What we offer

- Work in a dynamic, international environment;
- Insight into public outreach initiatives and campaigns aimed at a variety of target audiences;
- Learning about refugee issues with one of the largest humanitarian organizations in the world;
- Insight into refugee situations, via presentations given by staff assisting refugees in Belgium and abroad;
- Experience with a UN agency and letter of recommendation;
- Wide variety of interesting tasks;
- Chance to practice English and Dutch;
- Remunerated internship for a period of 6 months

General description of internship

- Researching and summarizing information on a variety of historic and current refugee issues
- Summarizing articles about refugee-related issues in the Belgian press on a daily basis
- Writing, editing and translating texts (mainly English and Dutch into French), usually for the website
- Proposing and uploading content onto social media (Facebook, Twitter, Instagram) and/or the website to strict deadlines
- Assisting with the organization of campaigns and events
- Assisting with the creation and updating of publications (e.g., brochures, postcards, posters)
- General office tasks on an ad hoc basis

Requisite educational and administrative 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;
- Have completed at least two years of undergraduate studies in a field relevant or of interest to the work of the Organization, such as international relations, communications, journalism or languages/translation;
- Have no direct family ties with a UNHCR staff member (including Temporary Appointment holder) nor with a member of the Affiliate Workforce.

Submission deadline

Please e-mail your CV and cover letter **by 24 November 2020**, at 23.59 to belbrhr@unhcr.org with the subject 'PI Internship for French native-speaker-Jan. 2021'. Earlier applications are welcome.