



# Internship

**The United Nations High Commissioner for Refugees (UNHCR) is looking for a Protection Intern for the National Office in Ljubljana, Slovenia.**

## Background

---

The Office of the United Nations High Commissioner for Refugees is mandated to lead and co-ordinate international action to protect refugees and resolve refugee problems worldwide. Its primary purpose is to safeguard the rights and well-being of refugees. It strives to ensure that everyone can exercise the right to seek asylum and find refuge in another State, with the option to return home voluntarily, integrate locally or to resettle in a third country.

## The internship

---

### Objectives:

The role of the Protection Intern is to support the Slovenia Office in its daily activities.

The internship provides an opportunity for interns to gain experience in the field of protection by assisting the Slovenia Office and learn to perform at high international standards at a UN agency.

The Protection Intern will be working under the direct supervision of the Protection Associate in collaboration with the Officer in Charge, and colleagues in the Protection, Programme and PI Units.

### Tasks:

- Assisting in performing protection-related activities;
- Undertaking research on a topic relating to a specific area of refugee protection;
- Researching and drafting background papers;
- Assisting the Protection Associates in
  - reviewing protection related documentation;
  - drafting responses to queries in individual cases;

- assisting in capacity building activities organized by the Slovenia Office;
  - assisting in monitoring developments in national and EU law, including legal practice, as well as case law of international courts and treaty bodies;
  - interpreting/translating during meetings and conferences, translating of short documents;
  - proofreading UNHCR and other documents translated into Slovene.
- Assisting with other administrative and logistical tasks if required.

### Duration:

The internship will last from three to six months. Part-time internships will be considered (please state your availability in your application).

### Administration:

Internships at UNHCR are non-paid. UNHCR can not provide any financial assistance to travel or living costs of interns. For further information please visit: <http://www.unhcr-centraleurope.org/en/general/employment/internships.html>.

Upon completion of the internship, interns are provided with an official UNHCR attestation letter and upon request and agreement with the supervisor a letter of recommendation. The incumbent will be required to hold a valid medical insurance covering the full period of the internship.

## Application

---

### Desired qualifications:

- On-going or finished studies in the field of law, or international relations, proven knowledge of and interest in international and EU asylum and human rights law.
- Fluency in both written and oral Slovene and English are essential, working knowledge of French or other official UN language is an asset.
- Computer literacy: Word, Excel, PowerPoint
- Good communication and co-ordination skills.

### How to apply:

Interested applicants are encouraged to submit their CV and motivation letter together with a UN Personal History Form (P.11 form). P.11 forms can be downloaded from: [www.unhcr.org/recruit/p11new.doc](http://www.unhcr.org/recruit/p11new.doc).

Complete applications should be submitted to the Senior HR Associate to [svnli@unhcr.org](mailto:svnli@unhcr.org) with the subject line: "Application for Protection Internship."

**The deadline for applications is 11 December, 2016.**

**Please note that only candidates short-listed for a personal interview will be contacted.**