



International Organization for Migration (IOM)
The UN Migration Agency

Open to Internal and External Candidates

Position Title : **Internship – Media & Communications**
Duty Station : **Berlin, Germany**
Reference Code : **Intern-DE1-2021-02**
Classification : **MSA**
Type of Appointment : **3-6 Months; 40hrs/week**
Estimated Start Date : **Earliest possible starting date**

Established in 1951, IOM is the leading inter-governmental organization in the field of migration and 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:

Under the overall supervision of the Chief of Mission and the direct supervision of the Media and Communications Coordinator of IOM Germany, the Intern assists the Media and Communications Team in the following activities:

Core Functions / Responsibilities:

- Assists the Media and Communications Team of IOM Germany in carrying out all activities related to public relations and communications;
- Supports the Media and Communications Team in general press monitoring regarding references to IOM as well as relevant political developments in Germany;
- Assists in drafting information material for external and internal communications;
- Assists in drafting media briefings and press releases;
- Assists in the development and maintenance of the IOM Germany website;
- Assists in maintenance of IOM Germany social media channels;
- Performs any other duties as assigned by the immediate supervisor and/or CoM.

Required Qualifications and Experience

Education

Student or graduate, preferably in media communication sciences, graphic design, marketing, business, or any other related discipline.

Experience

- Strong communication skills. First experience related to media and communications is an advantage;
- Demonstrated proficiency with Microsoft Office applications, including Word, Excel, and PowerPoint as well as Outlook is required;
- First experience in the professional usage of social media;
- First experience in text editing.

Languages

German (native-level) and English (fluent). Knowledge of other official IOM language is an advantage.

Required Competencies

Values

- Inclusion and respect for diversity: respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- Integrity and transparency: maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- Teamwork: develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- Managing and sharing knowledge: continuously seeks to learn, share knowledge and innovate.
- Communication: encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

Core Competencies

- Teamwork: develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- Accountability: takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.
- Communication: encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

IOM's competency framework can be found at this [link](#).

Other

Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.

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.

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

How to apply:

Interested candidates are invited to submit their application including a CV and a cover letter not exceeding more than one page, relevant certificates and references by email to HRDGermany@iom.int (max 5 MB).

Due to the large volume of applications we receive, only shortlisted candidates will be contacted.

Contact

International Organization for Migration / Germany

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Human Resources

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