



INT 2024 /005

Title of position : **Intern CT/CP**

Duty station : **Rabat**
Section : **Counter Trafficking**

Contract duration : **3 months**

EOD : **As soon as possible**

Closure : **11 Aout 2024**

The International Organization for Migration (IOM) is an intergovernmental organization, founded in 1951, which plays a leading role on the migration scene.

With 175 member states, a further 8 states holding observer status and offices in 171 countries, IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing support to migrants across the world, developing effective responses to the shifting dynamics of migration and providing advice on migration policy and practice.

The organization collaborates with governmental, intergovernmental, and non-governmental partners to improve the resilience of people on the move, particularly those in situations of vulnerability. It also works closely with governments to manage all forms of mobility, and their impacts. This work includes operations in some of the most complex emergency settings in the world.

The IOM Constitution recognizes the link between migration and economic, social and cultural development, as well as to the right of freedom of movement.

Under the overall supervision of the Protection Officer and supervision of the Counter-Trafficking Programme Officer; in collaboration with relevant units at the Country Office and with implementing partners, the intern will be responsible and accountable for supporting the implementation of projects activities and partnerships of Counter-Trafficking and Child Protection projects at the IOM Morocco Country Office in Rabat.

Context :

Le stagiaire travaillera sous la supervision directe de la chargée de projet. Son travail consistera à :

RESPONSABILITIES ET TASKS :

1. Assist in the production of information tools and media on counter-trafficking and child protection;
2. Assist in note-taking and drafting minutes and reports of workshops, meetings, training courses and seminars related to the thematic;
3. Help manage the logistics of project activities and the organization of events for the unit: prepare purchase and payment requisitions in coordination with the purchasing/logistics unit, draft invitation letters, routing and follow-up, follow up with suppliers, etc.;
4. Establish links and liaise with representatives of agencies, ministries, civil society organizations and other partners relevant to the program, as directed by the supervisor;
5. Assist in the archiving of documentation related to the unit's projects;
6. Perform any other tasks that may be assigned by the supervisor.

REQUIRED QUALIFICATIONS AND EXPERIENCE

EDUCATION/EXPERIENCE:

- Be enrolled in the final academic year of a university degree programme (minimum Bachelor's level or equivalent); or
- Be enrolled in a graduate degree programme (second university degree or equivalent, or higher); or
- Have graduated with a university or graduate degree and, if selected, must commence the internship within one-year of graduation; or

SKILLS :

- Excellent computer skills, particularly in SAP software, and MS Office applications such as MS Word, MS Excel, MS Access, and Internet Explorer.
- Strong written and verbal communication skills.
- Rigor, diligence, flexibility, and adaptability to the context.
- Motivation to work in a multicultural and multidisciplinary environment.
- Ability to work independently and autonomously as well as in a team, with a sense of responsibility.
- Knowledge of migration issues is an asset.

LANGUAGES :

- Fluency in English and French (oral and written).
- Working knowledge of Arabic.
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COMPETENCIES¹ :

The incumbent is expected to demonstrate the following values and competencies:

Values - all IOM staff members must abide by and demonstrate these three 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.
- Professionalism: demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.

Core Competencies – behavioural indicators *level 1*

- Teamwork: develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- Delivering results: produces and delivers quality results in a service-oriented and timely manner; is action oriented and committed to achieving agreed outcomes.

¹ Competencies and respective levels should be drawn from the Competency Framework of the Organization.

- Managing and sharing knowledge: continuously seeks to learn, share knowledge and innovate.
- 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.

CANDIDATURE :

- CV,
- Motivation
- 2 references

By indicating in the subject of the email "Intern CP/CT" to the email address iomrecrute@iom.int no later than August 11, 2024 before midnight Moroccan time.