



## Call for Curriculum Vitae 2024-12

Position Title : **Intern Labour Mobility and Social Inclusion (LMI)**  
Duty Station : **Brussels, Belgium (Country Office)**  
Type of Appointment : **Internship**  
Duration of Assignment : **6 months**  
Estimated Start Date : **As soon as possible**  
Closing Date : **26 April 2024**

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 direct supervision and guidance of the Head of Unit of the Labour Mobility and Social Inclusion (LMI) and under the overall supervision of the Chief of Mission in the Country Office Belgium, the intern (M/F/X) will assist the Project Manager and Project Assistant for the implementation of the Displaced Talent for Europe (DT4E) project. This project was co-developed by IOM and a consortium of partners composed of Talent Beyond Boundaries (TBB), Fedasil and Alto Comissariado para as Migrações (ACM), with the support of Fragomen.

The overall objective of the project is to enable people in need of international protection in Jordan and Lebanon to connect with employers in Belgium, Ireland, Portugal and the United Kingdom, and to sustainably integrate in the labour market in those countries.

The project will set the foundations for displaced talent mobility schemes across Europe by i) testing complementary migration pathways, documenting best practices, ii) identifying areas for policy reform and iii) engaging the private sector as well as refugee-serving organisations to support displaced talents to access these pathways. Such displaced talent mobility schemes do not aim at substituting traditional refugee resettlement programmes but rather complement them by dually serving humanitarian purposes and economic aims.

### ***General functions***

#### **I. IMPLEMENTATION OF THE DT4E PROJECT**

In particular, the intern will in close coordination with the Project Management team:

- a) Provide standard assistance with the implementation and follow-up on project activities to be carried out in all participating countries. This includes supporting the project manager in following up on projects' work plans and deliverables, assist in the organization and follow-up of meetings, steering committees, events, etc.;

- b) Provide general assistance with the implementation of the project activities in Belgium, in close coordination with the Project Assistant. This includes support in identifying, mapping and liaising with stakeholders, organizing meetings, drafting meeting minutes, and creating visibility content;
- c) Any other tasks as may be required.

## **II. POLICY SUPPORT AND OUTREACH ON COMPLEMENTARY PATHWAYS and LEGAL MIGRATION**

- a) Assist in collecting information to support the Project Management team in identifying and suggesting possible partnerships with the civil society (NGOs, diaspora associations, etc.) and other stakeholders (such as the Belgian government, universities and the private sector) in order to improve knowledge on new complementary pathways /legal migration initiatives and policies;
- b) Assist in creating social media posts (videos, podcasts, visuals), newsletters, website updates, and support the Project Manager in reporting on visibility of the DT4E project;
- c) Assist in drafting conference presentations and speeches related to complementary pathways and legal migration for the Project Management team, the Head of Unit or the Chief of Mission;
- d) Help prepare for, participate, and follow up on meetings/conferences in the field of complementary pathways and legal migration. Take meeting notes when required;
- e) Any other tasks as may be required.

### ***Required Qualifications and Experience***

#### **Education**

Bachelor's degree in economics, human rights, social science, or related field from an accredited academic institution.

Applicants to IOM internships must, at the time of application, meet one of the following requirements:

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

#### **Experience**

- Basic knowledge of the Belgian context and policies in the field of migration/labour market integration;
- First working/volunteering experience within the national public sector/NGOs related to migration would be an asset;
- Experience with multi-country, multi-partner project teams is an advantage.

#### **Languages**

Fluency in English, French and Dutch is required.

## Skills

- Strong drafting skills in English, French and Dutch;
- Strong eye for detail;
- Strong organizational and time-management skills;
- Strong communication and diplomatic skills, applied in a professional environment;
- Ability to work effectively and harmoniously in a team of colleagues of varied cultural and professional backgrounds.

## Other

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. As part of the mandatory medical entry on duty clearance, candidates will be requested to provide evidence of vaccination against COVID-19.

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

The selected intern is expected to apply and obtain a scholarship or internship allowance. The [Flanders Trainee Programme - Departement Buitenlandse Zaken \(fdfa.be\)](#), [Wallonie-Buxelles International \(wbi.be\)](#), or an equivalent programme can be considered.

The start of the internship position is based upon availability of funding for the position.

## ***How to apply***

Interested candidates are invited to submit their applications to [IOMbrusselsCOapplications@iom.int](mailto:IOMbrusselsCOapplications@iom.int) by **26 April 2024, 23:59 Brussels time**, referring to this advertisement "CFCV 2024-12 Intern LMI" in the subject line and including the following documents:

- a. CV
- b. Cover Letter
- c. Questionnaire on Mandatory Requirements (page 4)

IOM only accepts applications duly completed. **IOM reserves the right to contact shortlisted candidates only.**

## ***Posting period***

From 12.04.2024 to 26.04.2024

**Questionnaire on Mandatory Requirements for Local Recruitment in Brussels, Belgium  
CFCV 2024-12 Intern, Labour Mobility and Social Inclusion (LMI), CO Belgium**

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**Academic background**

Pick one of the following:

- I am currently enrolled in the final academic year of a first university degree programme (minimum Bachelor's level or equivalent)
- I am currently enrolled in a graduate school programme (second university degree or equivalent, or higher)
- I have graduated with a university degree. Date of graduation: \_\_\_\_\_
- Other: \_\_\_\_\_

**Field of study:** \_\_\_\_\_

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**Language**

Do you have the required knowledge in:

- English (fluency) yes  no
- French (fluency) yes  no
- Dutch (fluency) yes  no
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**Funding**

Do you expect to receive a scholarship/internship allowance for the duration of the internship

yes  no

Please specify which: \_\_\_\_\_

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**Other**

Are you currently holding a valid residence and work permit for Belgium? yes  no   
(EU nationals, please tick 'yes'; non-EU nationals, please mark yes/no tick as appropriate)

Do you have any relatives in the service of IOM? yes  no

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Date:

Name:

Signature: