

**United Nations High Commissioner for Refugees (UNHCR)  
Representation in Thailand**

**Vacancy Announcement No. 19/2022  
External Circulation**

<b>Position Title:</b> RSD Intern	<b>Post Level:</b> N/A	<b>Date Issued of the Vacancy Announcement:</b>  8 June 2022
<b>Post No.:</b> N/A	<b>Report To:</b> Associate RSD Officer	<b>Closing Date of the Vacancy Announcement:</b>  22 June 2022
<b>Section:</b> Protection	<b>Duty Station:</b> Bangkok, Thailand	<b>Contractual Status:</b> Internship

**Duration of the internship:** 6 months (maximum)

**Expected start date:** 1 July – 31 December 2022

**Background Information/Organization Context**

Thailand is not a signatory to the 1951 Convention/1967 Protocol relating to the Status of Refugees and does not have a domestic protection framework in place for asylum seekers and refugees. Consequently, refugees and asylum-seekers who do not otherwise have a legal right to stay in Thailand are treated as illegal migrants, placing them at risk of arrest and detention. In a critical development, in late 2019, the Royal Thai Government (RTG) approved the establishment of a national screening mechanism to distinguish people who need international protection from economic migrants. While it is not a conventional domestic law, it is hoped that the screening mechanism will regularize the stay of persons in need of international protection in Thailand and lend predictability to the asylum space.

UNHCR Thailand is currently advocating with the RTG to create and implement a screening mechanism in line with international standards. In the same vein, to prepare for the RTG's upcoming implementation of a regulatory framework and national mechanism, UNHCR Thailand is laying the groundwork for a smooth assumption of responsibilities by the RTG. To that end, the intern will be tasked with translating documents from English into Thai and vice versa, as well as supporting capacity building endeavours, such as trainings. The intern will also be tasked with conducting legal research, supporting eligibility officers in a variety of tasks, including conducting country of origin information research, drafting papers and reports and assist registration activities.

**Duties and Responsibilities:**

The candidate will be part of the RSD Unit, under the overall supervision of the RSD Officer and direct supervision of the Associate RSD Officer.

**Primary scope of assignment:**

- Generally support RSD and Registration Units as needed in carrying out functions;
- Translate documents related to policies, guidance, and procedures of UNHCR as well as other working documents from English into Thai and vice versa;
- Conduct legal and country of origin information research in Thai and English and create and maintain a repository as needed;
- Draft papers/ reports in Thai and English as assigned by supervisors;
- Perform any other tasks as assigned by supervisor, including supporting other protection units as requested.

**Minimum qualification required:**

- The candidate must be a recent graduate (those persons who completed their studies within one year of applying) or current student in a graduate/undergraduate school programme from a university or higher education facility accredited by UNESCO. The candidate must have completed at least two years of undergraduate studies in a field relevant or of interest to the work of the Organization.
- Sound knowledge of refugee law, international human rights and humanitarian laws are desirable.
- Previous experience in humanitarian work and/or translation is desirable.
- **Excellent knowledge of English and Thai (reading and writing).**

**Eligibility**

In order to be considered for an internship, candidates must meet the following eligibility criteria:

- Recent graduate (those persons who completed their studies within one year of applying) or current student in a graduate/undergraduate school programme from a university or higher education facility accredited by UNESCO; and
- Have completed at least two years of undergraduate studies in a field relevant or of interest to the work of the Organization.

An individual whose father, mother, son, daughter, brother or sister is a staff member of UNHCR, including a Temporary Appointment holder or a member of the Affiliate Workforce, is not eligible for an internship.

**Benefits and Allowance**

An internship will initially be granted for a minimum period of two months and may be extended for up to six months provided that the eligibility criteria continue to be met.

Interns who do not receive financial support from an outside party will receive an allowance in accordance with UNHCR's Administrative Instruction to partially help to cover the cost of food, local transportation and living expenses. The benefits that the intern will receive are annual leave of 1.5 days per month and food & transportation allowance will be provided based on 30 calendar days.

Please submit your Motivation Letter, P.11 form, Curriculum Vitae and a copy of official ID card/national passport indicating the vacancy announcement number and position title to:

[THABAHR@unhcr.org](mailto:THABAHR@unhcr.org)

According to UNHCR Administrative Instruction on COVID-19 Vaccination and related Safety Measures, candidate(s) selected for the position will be requested to provide proof of COVID vaccination during the medical clearance process. Failure to provide an acceptable proof of COVID vaccination may disqualify the candidate from being appointed to the position.

UNHCR/P.11 and supplementary forms can be downloaded from:

[https://www.unhcr.or.th/sites/default/files/u11/P11\\_UNHCR.docm](https://www.unhcr.or.th/sites/default/files/u11/P11_UNHCR.docm) and  
[https://www.unhcr.or.th/sites/default/files/u11/P11SUP\\_UNHCR.docm](https://www.unhcr.or.th/sites/default/files/u11/P11SUP_UNHCR.docm)

**No late applications will be accepted. Only shortlisted candidates will be contacted. Shortlisted candidates may be required to sit for a written test and/or oral interview.** UNHCR does not charge a fee at any stage of the recruitment process (application, interview, processing, or any other fees). UNHCR strongly encourages qualified female applicants for this position. UNHCR seeks to ensure that male and female employees are given equal career opportunities. UNHCR is committed to achieving workforce diversity in terms of gender, nationality and culture. All applications will be treated with the strictest confidentiality.

All UNHCR workforce members must individually and collectively, contribute towards a working environment where each person feels safe, and empowered to perform their duties. This includes by demonstrating no tolerance for sexual exploitation and abuse, harassment including sexual harassment, sexism, gender inequality, discrimination, and abuse of power.

As individuals and as managers, all must be proactive in preventing and responding to inappropriate conduct, support ongoing dialogue on these matters and speaking up and seeking guidance and support from relevant UNHCR resources when these issues arise.

**Refugees – who cares? We Do**