

Position Title : **Intern – Video Production (ICT)**

Duty Station : **Valencia, Spain**

Classification : **Intern, Grade Other**

Type of Appointment : **Internship, six months with possibility of extension**

Estimated Start Date : **As soon as possible**

Closing Date : **31 May 2024**

*Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, 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:**

### **Background Information**

IOM works across over 120 countries to lives, defend their rights, help them fulfil their potential.

IOM's ICT function is in a state of continuous evolution, in stride with the ever-changing Information and Communication Technology (ICT) world and business environment. The ICT function is focused on continuous improvement towards the realization of IOM's mandate. This involves the implementation of recommendations made by stakeholders on how to better leverage technology for competitive advantage and business value optimization.

One such recommendation is to improve communication across the organization. Accordingly, the Change Management Office (CMU) of the ICT Department (ICTD) has set out to revamp communication tactics and strategies by adopting graphic elements to create appealing products that make communication material easier to consume and visually appealing. The aim is to ensure that ICT communications have a contemporary look that is appealing to readers, with video content where possible.

As such, the CMU is seeking fellows with a strong background in both graphic design and animation production.

IOM gains access to a rich pool of talent with good academic standing and keen to make a good impression of their capabilities. The benefits for IOM and the interns/fellows include:

- IOM supports the career path of the interns/fellows through the practical application of their skills areas.

### **Supervision**

Under the direct supervision of the ICT Change Management Officer, the Intern will assist in various aspects of graphic design and animation production.

## **Core Functions / Responsibilities:**

1. Assisting with drafting interview questions, storyboards, scripts, and editing and producing animated videos.
2. Producing animated videos and/or brochures of services offered by the ICT Department.
3. Producing animated videos and/or brochures presenting the ICT vision/strategy.
4. Producing of other videos and/brochures as assigned, e.g. tutorials.
5. Assist with conceptualizing and developing newsletters, infographics, presentations, templates, web assets, social media graphics, etc.
6. Collaborate with ICT colleagues to develop and design materials for awareness raising.
7. Provide editing/retouching of photos.
8. Performing administrative tasks as assigned.

## **Training Components and Learning Elements**

- The Intern will gain experience in working in an international multicultural environment, within the United Nations system.
- Gain experience in organization, management, and international cooperation activities.
- Gain a better understanding of IOM's work, as an inter-governmental organization in the field of Migration, and work on formulating and editing institutional strategies, priorities and workplans.
- The Intern will acquire technical knowledge in policy and strategy.
- The Intern can also access online training courses at the disposal of all IOM staff.
- The Intern will have the possibility to interact with IOM staff within Headquarters and IOM Missions.

## **Required Qualifications and Experience:**

### **Education**

- Applicants must be enrolled in an advanced (masters) degree Film, Television, Media or other related field from an accredited academic institution; or,
- Bachelors degree programme in the above fields.

### **Experience**

- Applicants are not required to have professional work experience. However, they are expected to have the following skills:

### **Skills**

- Knowledge and ability to produce animated videos using apps such as Adobe Creative Cloud or similar;
- Knowledge and ability to design visual communication solutions using programs such as Photoshop, Illustrator and InDesign, etc.

### **Languages**

IOM's official languages are English, French, and Spanish. All staff members are required to be fluent in one of the three languages.

For this position, fluency in English is required (oral and written). Working knowledge of another official UN language (Arabic, Chinese, French, Russian, and Spanish) is an advantage.

Proficiency of language(s) required will be specifically evaluated during the selection process, which may include written and/or oral assessments.

## **Note**

### **Eligibility and Selection**

This internship opportunity is part of IOM's Diversity and Inclusion Internship Program 2024. **A main condition is that applicants be citizens of countries currently Non- or Under-Represented Member States at IOM.**  
<https://www.iom.int/non-represented-member-states-iom>

If you encounter technical difficulties while completing your application and cannot submit it, please reach out to us at  
DEI-DHR@iom.int

The selected candidate for this internship position will work on site (in the country of the duty station where this position is based). Interns will receive a monthly stipend, and the travel and visa costs will also be covered.

**For this position, IOM strongly encourages applications from women, as well as from persons with disabilities, LGBTI+ individuals, persons belonging to indigenous or tribal peoples, or ethnic minorities. We strongly suggest you mention in your application your belonging to any of the aforementioned groups. All information will be treated confidentially.**

If you would like to explore all vacancies that are part of the 'Diversity and Inclusion Internship Program 2024', please go to: <https://www.iom.int/diversityinternships>

In general, the Internship Programme aims at attracting talented students and graduates who:

- a) have a specific interest in, or whose studies have covered, areas relevant to IOM programmes and activities;
- b) are holding a scholarship for internship placements in international organizations and/or for whom internship is required to complete their studies; or
- c) are sponsored by governmental/non governmental institutions and/or academia to work in specific areas relevant to both IOM and the sponsor.
- d) are either enrolled in the final academic year of a first university degree programme (minimum Bachelor's level or equivalent) or have graduated in the last 12 months.
- e) are at least 20 years old.

- Only shortlisted candidates will be contacted, and additional enquiries will only be addressed if the candidate is shortlisted.
- Depending on experience and location, IOM provides a small monthly stipend to help offset costs.

<sup>1</sup> Accredited Universities are the ones listed in the UNESCO World Higher Education Database (<https://whed.net/home.php>).

### **Required Competencies:**

The successful candidate is expected to demonstrate the following values and competencies:

## **Values**

- **Inclusion and respect for diversity:** Respects and promotes individual and cultural differences. Encourages diversity and inclusion.
- **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.
- **Courage:** Demonstrates willingness to take a stand on issues of importance.
- **Empathy:** Shows compassion for others, makes people feel safe, respected and fairly treated.

### **Core Competencies – behavioural indicators**

- **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.
- **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 actions 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.

[https://www.iom.int/sites/default/files/about-iom/iom\\_revised\\_competency\\_framework\\_external.pdf](https://www.iom.int/sites/default/files/about-iom/iom_revised_competency_framework_external.pdf)

Competencies will be assessed during a competency-based interview.

### **Other:**

The appointment is subject to funding confirmation.

Appointment will be subject to certification that the candidate is medically fit for appointment, accreditation, any residency or visa requirements, and background verification and security clearances. Subject to certain exemptions, vaccination against COVID-19 will in principle be required for individuals hired on or after 15 November 2021. This will be verified as part of the medical clearance process.

No late applications will be accepted.

### **How to apply:**

Interested candidates are invited to submit their applications via PRISM, IOM e-Recruitment system, by 31 May 2024 at the latest, referring to this advertisement.

IOM only accepts duly completed applications submitted through the IOM e-Recruitment system. The online tool also allows candidates to track the status of their application.

Only shortlisted candidates will be contacted.

For further information please refer to: [www.iom.int/recruitment](http://www.iom.int/recruitment)

### **Posting period:**

From 10.05.2024 to 31.05.2024

**No Fees:**

IOM does not charge a fee at any stage of its recruitment process (application, interview, processing, training or other fee). IOM does not request any information related to bank accounts.

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