

Position Title : **Intern - Housing, Land, and Property Rights**

Duty Station : **Geneva, Switzerland**

Classification : **Intern, Grade Other**

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

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

Closing Date : **11 September 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**

Addressing displacement involves facilitating return, local integration, or resettlement, with land and property rights playing a key role. However, displacement often occurs in areas with insecure property rights, poor land administration, and weak legal systems. Conventional property registration is typically complex and slow, making it unsuitable for urgent displacement crises. Shelter partners must navigate complex legal contexts where land tenure information may be lost, risking evictions if tenure rights are unclear. Security of tenure is critical for effective shelter interventions and durable solutions to displacement.

The International Organization for Migration (IOM) and Humanitarian Innovation Norway have initiated the LandLedger project to develop a low-cost, fast property recordation system. This system aims to secure displaced people's rights to immovable property, operating independently or in parallel of governmental recordation systems. To ensure transparency and share how the project is being designed, systematic documentation of project milestone activities, brainstorming sessions, market dialogues, consultations, and pilot development, must be routinely documented and shared with contributors and partners.

### **Supervision**

Under the overall supervision of the Head of Office in Geneva and direct supervision of the Global Housing, Land and Property Rights Advisor; and in collaboration with relevant units at Headquarters and the Administrative Centres, the Housing, Land and Property Intern will support the Innovation Norway LandLedger Project Manager in meeting project milestones and documenting the project process and the HLP team in carrying out key global support duties, including supporting the development, dissemination and publication of HLP Guidance Materials and coordination with the HLP Area of Responsibility (AoR) and Global Shelter Cluster.

### **Core Functions / Responsibilities:**

#### **1. LandLedger Project Support**

- Develop LandLedger website to creatively document project milestone events, share information about partners and status of the project, and information on upcoming events/ ways for potential partners to be involved and meet other reporting requirements.

- Routinely update and maintain website and coordination
- Support LandLedger PM in executing project tasks and monitoring project timeline.

## **2. HLP & Shelter Due Diligence Toolkit Website**

- Develop online HLP and Shelter Due Diligence Toolkit and resources page
- Plan consultations with GSC Cluster and HLP AoR on contents of toolkit and inclusion of other HLP resources.
- Widely disseminate and routinely update online toolkit.
- Support development of related HLP resources and tools for toolkit.

## **3. Global Shelter Cluster Engagement and Coordination**

- Support and document HLP team GSC support and activities.
- Prepare monthly HLP report for GSC focal points.
- Plan consultation for development of HLP curriculum and support in curriculum development.

## **4. IOM HLP Community of Practice Coordination**

- Track HLP team monthly activities (TDYs, resources developed, country support, ect) and prepare monthly HLP update.
- Plan knowledge sharing/ Q&A events (webinars, brown bags)

## **5. DC-based Legal Network Engagement**

- Support in identifying legal support needs for HLP team projects and coordinate support with DC-Legal Network project.

## **Training Components and Learning Elements**

- Develop technical and analytical skills by supporting the development of HLP guidance resources, including qualitative analysis of resource gaps and knowledge needs.
- Enhance communication and coordination skills by preparing and disseminating internal and external HLP resources, consulting with partners and stakeholders (Global Shelter Cluster and HLP Area of Responsibility (AoR) and IOM's internal HLP community of practice.
- Enhance knowledge of innovation projects, innovative approaches to land tenure recording and cross-sectoral partnership engagement (private sector, academia, humanitarian and development) through LandLedger project support.

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

### **Education**

- Master's degree in International Development, Humanitarian Studies, Law, Urban Planning, or a related field.

### **Experience**

- Minimum of 1 years of experience in humanitarian response, international development, project management and coordination, or a related field; and,
- Proven experience project management, coordination, communications or content development, information and knowledge management and/or stakeholder engagement.

## **Skills**

- Strong analytical and research skills;
- Excellent communication and presentation skills;
- Ability to create online content and disseminate resources and materials;
- Ability to engage with high-level stakeholders and build partnerships;
- Proficiency in English; knowledge of other languages is an asset;
- Demonstrated ability to work independently and manage multiple tasks;
- Strong organizational and time-management skills; and,
- Commitment to IOM's mission and values.

## **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**

Previous applicants do not need to re-apply.

## **Eligibility and Selection**

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.
- Please consider the cost of living in Geneva prior to applying.

<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 11 September 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 29.08.2024 to 11.09.2024

**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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