

**TERMS OF REFERENCE**

**Title of the position:** Human Rights Monitoring and Promotion Intern

**Branch / Section / Project / Program:** OHCHR Moldova

**Reports to:** National Human Rights Officer

**Duration and Period of Internship:** up to 6 months, starting on 15 of June 2018

**Weekly workload (hours / week):** up to 20 hours per week, with flexible arrangements

**Background**

The Office of the United Nations High Commissioner for Human Rights (OHCHR) represents the world's commitment to universal ideals of human dignity. It has a unique mandate from the international community to promote and protect all human rights.

OHCHR in Moldova led by the National Human Rights Coordinator supports and advises the UN RC Office, United Nations Country Team (UNCT) in Moldova, Government, National Human Rights Institutions (NHRIs), civil society and community groups in strengthening human rights and human rights based approach to development. The National Human Rights Coordinator is assisted in the accomplishment of his mandate by a National Human Rights Officer.

Among the thematic priorities of the office are: (1) countering discrimination, in particular racial discrimination, discrimination on the grounds of disability, religion, sexual orientation and other criteria; (2) combating impunity and strengthening accountability and the rule of law; (3) strengthening the effectiveness of international human rights mechanisms and the progressive development of international human rights law and standards.

As a part of its mandate of promoting the human diversity, non-discrimination and inclusion of all minorities in all the socio-economic fields, the OHCHR is seeking to contribute to the empowerment of people vulnerable to human right violations.

The announced internship position comes as a measure to enable people belonging to groups vulnerable to discrimination to get the necessary skills to further defend and promote their own rights. The gained practical professional experience and successful fulfillment of the actual assignment will be considered as an advantage in the evaluation and selection process for junior consultancy and other relevant vacancies within the UN and other partner-institutions.

**Scope of Work, Duties and Responsibilities**

1. Provide support to the OHCHR team, in particular to the National Human Rights Officer in drafting the working papers on the human rights environment in Republic of Moldova;
2. Organize the periodic meetings with various stakeholders according to the Office’s workplan;
3. Keep the notes of the meetings to which he/she will be asked to attend;
4. Engage in research activities in the field of civil, economic, social and cultural rights as well as rights of persons with disabilities;
5. Provides assistance with translations (Ro-Ru/Ru-Ro). English is an asset;
6. Other duties as assigned by Supervisors.

**Eligibility requirements**

1. Completion of secondary education

**Minimum qualifications / skills**

1. Excellent oral, written, and communication skills;
2. Ability to work well with diverse groups of people;
3. Comfortable talking with and interacting with others;
4. **Languages:** Fluency in Romanian and Russian, both oral and written. Fluency in English - would be an asset. Knowledge of one or more other languages relevant for Moldova, including Bulgarian, Gagauzian, Romani, Ukrainian or sign language, is an asset.

**Competencies**

1. Proven commitment to the core values of the United Nations; in particular, is respectful of differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, sexual orientation, or other status;
2. Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
3. Accepts responsibility and accountability for the quality of the outcome of his/her decisions.

**Internship package and working conditions**

The interested candidates shall submit the following package of documents:

1. CV
2. Letter of motivation
3. 1-2 recommendation letters (from supervisor, teacher, colleagues or any other person who can describe your competencies)
4. Information on the additional needs the person might have such as accommodation, transportation or food.
5. Information on the special needs the person might have such as reasonable accommodation at the workplace or any other specific needs.

***Note****: The intern will be provided with a fully equipped workplace.*