



International Organization for Migration (IOM)
The UN Migration Agency

Learning Objectives

Information and Communication Technology Intern

Duty Station: **Panama (Regional Office)**

Type of Appointment: **Internship (6 months)**

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

Established in 1951, IOM/The UN Migration Agency 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 and works closely with governmental, intergovernmental and non-governmental partners. IOM is committed to a diverse and inclusive environment.

CONTEXT:

The IOM Regional Office (RO), established in Panama in 2011, supports the quality improvement and diversification of programmatic activities of IOM at the country level, promotes regional initiatives and facilitates better support to interstate dialogue and cooperation. RO Panama is responsible for project review and endorsement, policy development, and formulating regional migration strategies. These processes are done in partnership with governments, development partners and civil society organizations within the region. The Regional Office employs technical experts in project development and thematic fields of migration management, including Migration Health. It also deals with various cross-cutting issues and provides support in resource management, media, and communications, monitoring and evaluation, and Information Technology.

LEARNING OBJECTIVES:

Under the direct supervision of the Regional Information Management and Technology Officer and the overall direction of the Senior Regional Resource Management Officer for the Americas and The Caribbean in Panama, the selected candidate will acquire a working knowledge and assist in the following activities:

1. Assist the Regional ICT activities in preparing and organizing online capacity building initiatives of the ICT unit, including revising presentations and preparing the supporting documentation.
2. Assist in design screens for web applications.
3. Assist in preparing brochures, user manuals, information sheets, presentations, talking points, reports, etc.
4. Assist in migrating the existing application codes to accommodate the technical needs for the ICT projects in the region.
5. Assist in preparing materials for the provision of training to the Missions in the region.
6. Attending internal meetings related to ICT areas of IOM's activities and preparing notes for files.
7. Perform any other duties that may be assigned.

REQUIRED QUALIFICATIONS AND EXPERIENCE

Education:

Bachelor's degree in computer science or Information technology studies or a related field from an accredited academic institution or University, and currently enrolled in or graduated from a graduate school programme (second university degree or equivalent, or higher) within the last year.

Experience:

- No former work experience is required.
- Experience in the usage of PHP, JavaScript, CSS and MySQL and knowledge of Microsoft Office 365, Microsoft Power Application and MS Teams. Experience in developing web and mobile applications as well as in the field of Artificial Intelligence will be an advantage.

Languages

- Fluency in English is required.
- Knowledge of some of the national languages from the region (Spanish, etc.) is an advantage.

REQUIRED COMPETENCIES

Values

- Inclusion and respect for diversity respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- Integrity and transparency maintain 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.

Core Competencies – behavioral 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 of achieving the Organization's priorities and assumes responsibility for own action and delegated work.
- Communication: encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

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.
- A prerequisite for taking up the position is legal residency and/or working permit in Panama.
- Contract extension is subject to funding availability.

HOW TO APPLY:

- Interested candidates are invited to submit their letter of interest and CV via ropanama-recruitment@iom.int by **25 of September, 2024** at the latest, referring to this advertisement.
- Only shortlisted candidates will be contacted.