



UNODC

United Nations Office on Drugs and Crime

Regional Centre for
East Asia and the Pacific

Terms of Reference

Post title: Intern (Global SMART Programme)
Duty Station: UNODC Regional Centre, Bangkok, Thailand
Duration: 2-6 months (October 2010 onwards)

Background

The Global Synthetics Monitoring Analyses Reporting and Trends (SMART) Programme aims at enhancing the capacity of Member States and authorities in priority regions to generate, manage, analyse, and report synthetic drug information and apply the knowledge to the design of policy and programme interventions.

East and Southeast Asia is the first priority region in which the programme is being implemented. At present the programme is being implemented in Brunei Darussalam, Cambodia, China, Indonesia, Lao PDR, Malaysia, Myanmar, Philippines, Singapore, Thailand and Viet Nam.

Duties and Responsibilities

Under the supervision of the UNODC SMART Regional Programme Coordinator for East and Southeast Asia, the intern will be requested to:

- Conduct research and analysis on synthetic drug information and trends in the priority countries
- Provide support for organizing various programme events and activities
- Other related UNODC tasks in consultation with the Coordinator

Qualifications

The following minimum qualifications are required:

- Enrolment in a graduate degree programme of a recognised institution in the fields related to political and social sciences, economics, public health, psychology, public and business administration, law studies or other relevant programmes. The candidates are eligible to apply before or after their completion of the studies.
 - Some past research or work experience related to drugs is essential.
 - Excellent knowledge of English with fluency in speaking, reading and writing.
 - Knowledge of language(s) from the East and Southeast Asia region will be an added benefit.
 - Good knowledge of essential computer programmes including word processing, powerpoint and excel.
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- Ability to work in a multi-cultural environment.

Financial Aspects

The UNODC Internship programme operates on a non-remunerative basis. The costs connected with an intern's participation in the programme must be borne by the nominating institution or government, which may provide the required financial assistance to its students, who will have to obtain financing for subsistence and make his or her own arrangements for travel, accommodation, etc.

Terms of Appointment

Duration of the internship is two to six months.

Duty Station

The intern will be based at the UNODC Regional Centre for East Asia and the Pacific at Bangkok, Thailand.