



Terms of Reference (TOR)

Title: Intern (Anti-Corruption)

Location: UNODC Regional Centre, Bangkok, Thailand

Duration: 3 to 6 months (August onwards)

Assignment area: Anti-Corruption, East and Southeast Asia and the Pacific

Supervision: Works under the overall guidance of UNODC Regional Representative for East Asia and the Pacific, under the supervision of the Regional Anti-Corruption Adviser.

Main functions: Include several of the following elements, determined at the commencement of the internship and regularly updated throughout the internship period:

- Conduct desk research and provide input for preparing country-specific situation analysis on national anti-corruption legal frameworks and criminal justice system's implementation capacity requirements.
- Conduct desk research and prepare summaries and analysis, to serve as input for preparing documentation in planning, delivering and reporting on anti-corruption technical assistance.
- Assist in undertaking varied tasks for the substantive preparations of national and regional technical workshops/seminars for delivering specialized anti-corruption assistance to countries (preparation of background papers, agenda, information notes, etc); their organizational coordination (liaison with national officials and participants, etc.); logistical arrangements (meeting and travel arrangements, etc.);
- Contribute to preparation of overall programmatic and thematic presentations on various aspects of criminal justice/legal dimensions of anti-corruption.
- Assist in technical assistance programme management and implementation monitoring and reporting, for example in elaborating work plans implementation reports, mission reports, etc.
- Participate in and prepare input for preparing proposals for funding consideration and fund implementation reports to donor countries and institutions.

- Maintain a resource database of experts, officials and institutions, ensuring the most relevant and up-to-date information, to facilitate programme related contacts and communication.
- Prepare texts for web stories on programme initiatives and contribute to programme visibility.
- Assist in other programme implementation work by undertaking ad hoc assignments, including programme assistance functions, such as mailing and other logistical tasks.

Objective and learning:

The objective of the internship is to provide substantive, organizational and logistical assistance to the staff of Anti-Corruption team in UNODC/RCEAP. In this process, the intern will gain knowledge of the substantive and operational aspects of the RC's work, and indirectly the functioning of the United Nations, as well as the legal, criminal justice and related dimensions of anti-corruption and international cooperation.

After the internship, the intern will have gained experience in:

- National anti-corruption legislation/legal frameworks in some of countries in East/Southeast Asia and the Pacific
- the international legal regime against corruption;
- certain operational aspects of corruption prevention; and, indirectly, the functioning of the United Nations.

Qualifications:

- First level degree in law, preferably with a focus in international law. Candidates with a relevant international relations, economy, political science or similar background may also be considered, depending on the work requirements of the sub-programme.
- Sound drafting and communication skills in English are required.
- Knowledge of other languages of the countries in the region is an advantage.

Eligibility:

- Enrolment in a (post) graduate degree programme of a recognized institution in a relevant field of study.
- Information on other eligibility criteria is available at the UNODC Website www.unodc.org.

Financial aspects:

- Interns are not financially remunerated by UNODC. All costs such as living expenses, travel, visa application fees and any other costs related to the internship must be borne by the intern or by a sponsoring institution, e.g. university, education programme, etc.

How to apply:

If you are interested in applying for the internship, please submit:

- an application letter (indicating the available period for an internship) accompanied by documentary evidence (i.e. a letter of confirmation from a university) of continuing matriculation;
- a Curriculum Vitae;

**The application should be submitted by e-mail to: fo.thailand@unodc.org
for further selection process**