

TOR — Project intern (paid position), Support the implementation of the PROTECT project activities in Dushanbe, Tajikistan

Background

The project “Improving Migration Management and Migrant Protection in selected Silk Routes and Central Asian Countries” (PROTECT) is an EU-funded project which started in June 2023. PROTECT comprises two components: 1) Migration governance, and 2) Continuation and expansion of the Migrant Resource Centres. The PROTECT project aims to improve migration management and migrant protection throughout all phases of emigration and immigration in the target countries, to enhance awareness on the risks of irregular migration, and facilitate the protection of migrants. It will support informed migration decision-making at the individual, family and community level, including pre-departure preparation, migration and residence/work abroad, voluntary return and sustainable reintegration. The project covers Kazakhstan, Kyrgyzstan, Tajikistan, Uzbekistan, and Pakistan; however, the level of engagement and activities differs from country to country.

The **PROTECT** project consists of two major components:

- 1) **Migration governance** which targets ministries and other state agencies responsible for migration management and migrant protection in Silk Routes countries and Central Asia, with the aim to operate effective governance mechanisms for development and implementation of national migration policies, encompassing migrant protection, reintegration, and employment, with focus on population groups in vulnerable situations, as well as women and youth affected by migration.
- 2) **Continuation and expansion of MRCs**, including MRC Tajikistan (phase II), primarily to provide accurate, timely and comprehensive information, counselling, and referral by the MRC to outgoing and potential migrants and returnees. As a result, the skills, knowledge and competencies of the potential and outgoing migrants and returnees are enhanced as well as their access to available services.

The Phase II will further expand the joint cooperation of ICMPD and the Ministry of Labour, Migration and Employment of Population (MoLMEP) enhancing the role and functions of the MRC in Tajikistan to reflect the changing realities of migration from Tajikistan as well as existing and planned state policies and regulations.

Due to the full functioning of the project activities, the team is recruiting a project intern who will assist the MRC team with the following tasks:

Tasks

Activity 1: Develop a social media strategy: Create a comprehensive social media strategy for the project that outlines goals, target audience, key messages, platforms to be used, and content calendar.

Activity 2: Content creation: Generate engaging and informative content for the project's social media platforms, including posts, graphics, videos, and infographics related to migration management, migrant protection, and the activities of the project.

Activity 3: Support counselling sessions: Assist in organising and conducting counselling sessions for migrants, providing emotional support, information on legal rights, available services, and referrals to relevant resources.

Activity 4: Support to the development of IEC materials such as brochures, posters, videos, or social media content that provide information on safe migration practices, rights of migrants, available support services, and other relevant topics.

Activity 5: Outreach sessions: Participate in organizing and conducting outreach sessions with migrants in Dushanbe and other regions of Tajikistan. Engage with migrants to raise awareness about their rights, available services, and safe migration options.

Activity 6: Capacity building: Participate in training sessions for the staff of the MoLMEP and migrants on counselling techniques, communication skills, cultural sensitivity, and other relevant topics to enhance their capacity to support migrants effectively.

Activity 7: Other ad-hoc tasks assigned by the project team, general project support.

Deliverables

Activity 1: Social Media Strategy Document outlining goals, target audience, key messages, platforms to be used, and content calendar.

Activity 2: Engaging and informative social media posts, graphics, videos, and infographics related to migration management, migrant protection, and project activities.

Activity 3: Documentation of counselling sessions conducted, including feedback/ evaluation from migrants and records of services provided.

Activity 4: IEC materials such as brochures, posters, videos, or social media content developed and ready for distribution.

Activity 5: Report on outreach sessions conducted in Dushanbe and other regions of Tajikistan, including key outcomes, feedback from migrants, and recommendations for future sessions.

Activity 6: Participation in training sessions with MoLMEP staff and migrants documented with feedback on the effectiveness of the training provided.

Activity 7: Completion of assigned tasks with documentation of activities undertaken and outcomes achieved.

The deliverables must be submitted no later than 31 December 2024 (the end of the contract).

Tentative work plan

What	When	Number of Working Days
Assist with various activities related to social media pages of the MRC, different forms of counselling, outreach sessions and training with migrants. Administrative and logistics related tasks	1 July 2024 – 31 December 2024	6 months

Maximum number of working days: **6 months (about 20 working days per month)**

Qualifications and Experience

- Bachelor's degree related to the area of work (such as social or political sciences, sociology, media studies or journalism, humanities, international law, etc.);
- Minimum of 1 year of position-specific experience;
- Working experience with international organisations is an asset;
- Good analytical and interpersonal skills with the ability to work independently, as well as in a team;
- Good presentation and facilitation skills;
- Good computer skills, including use of Microsoft Office Word, Outlook, Excel and Power Point;
- Experience in office administration and management;
- Ability to travel within the country;
- Solid organisational skills;
- Proficiency in verbal and written English, Russian and Tajik.