

TERMS OF REFERENCE

Internship

I. General Information:

Title:

Intern – UN Action for Cooperation against Trafficking in Persons (UN-ACT)

Sector of Assignment:

Democratic Governance

Country:

Thailand

Location (city):

Bangkok

Agency:

UNDP

II. Supervision:

Title of Supervisor:

Regional Project Manager (RPM)

Content and methodology of supervision:

The intern of UN Action for Cooperation against Trafficking in Persons works under the direct supervision of the Regional Project Manager, who is in charge of the overall management of the project under the guidance of the Principle Project Representatives.

III. Duties, Responsibilities and Output Expectations:

Context of Duties:

The UNDP project 'United Nations Action for Cooperation against Trafficking in Persons' (UN-ACT) was established to build and expand on the previous achievements of the 'United Nations Inter-Agency Project on Human Trafficking' (UNIAP), which was founded in 2000 to facilitate a stronger and more coordinated response to human trafficking in the Greater Mekong Sub-region (GMS).

The intern will, as a member of the project team, assist the Regional Project Manager (RPM) with the overall management of the project, to ensure the timely achievement of project results and the delivery of project outputs, including:

(1) to advance the overall implementation of project activities; (2) to drive the further strategic development of the project; (3) to provide quality-assurance for project results and to manage the overall M&E; (4) to position the project at the cutting edge of knowledge-development and knowledge-sharing relating to trafficking in persons; (5) to facilitate external outreach, advocacy and communications; and (6) to coordinate with UN/UN partner agencies to ensure that the project maintains a UN-system approach and a multi-disciplinary framework in achieving the objectives outlined in the project document.

More concretely, the intern is expected to:

Project management:

1. Provide support to the Regional Project Manager in the day-to-day project management of UN-ACT at the regional level.
2. Write minutes and meeting notes, and support ensuring that action points are implemented accordingly.

Communications:

3. Assist UN-ACT's communication efforts, including the management of the website, facebook page and twitter account, as well as the development and dissemination of a monthly newsletter.
4. Participate in workshops, meetings, conferences and other gatherings relevant to the work of the project, and report back to UN-ACT on proceedings.

Research and data analysis:

5. Build and maintain an understanding of current key trends in human trafficking in the region, and of lessons learned from successes and failures in the regional, bi-lateral, and national responses to trafficking.
6. Undertake desk research and analysis of the regional anti-trafficking responses, including identifying data gaps, opportunities and priorities for action, as needed.
7. Support UN-ACT's overall data analysis and research efforts, including their effective dissemination.

COMMIT Secretariat:

8. Support the organization, implementation and follow-up of key COMMIT events, including Task Force, Senior Officials' and Inter-Ministerial Meetings.

Other:

9. Help with other project activities as requested by the RPM.

IV. Learning Expectations:

Upon completion of the assignment, the intern will have/be able to:

- A deepened understanding of overall international development practice, particularly of the UN system, as well as approaches that the UN employs to translate its global values and the spirit of the UN Charter into practical work;
- Obtained skills in coordinating processes that include a multitude of stakeholders;
- Gained results-based management skills required for international development projects, including project design, implementation, monitoring and evaluation, and resources mobilization strategies;
- Sharpened skills and experiences in policy analysis in the area related to democratic governance with specialty on migration and trafficking;
- Acquired an in-depth understanding of (inter-)governmental processes and diplomacy in the GMS.

V. Background Information:

Human Trafficking is defined in the UN Convention on Transnational Organised Crime as "the recruitment, transportation, transfer, harbouring or receipt of persons, by means of the threat or use of force or other forms of coercion, of abduction, of fraud, of deception, of the abuse of power or of a position of vulnerability or of the giving or receiving of payments or benefits to achieve the consent of a person having control over another person, for the purpose of exploitation". In the

case of child trafficking, the means are irrelevant. It is a transnational organised crime of global reach, generating an estimated USD 150 billion in annual revenues.

The Asia-Pacific region records by far the highest rates of human trafficking in the world. It is estimated that some 11.7 million people from the region are in conditions of forced labour at any given point in time, a prevalence 3 times greater than the second most affected region, the African continent. Still, variations of prevalence exist within the regions as well. UNODC's 2012 Global Report on Trafficking in Persons demonstrated that, while human trafficking is truly a global phenomenon, it most commonly occurs intra-regionally, with each region and sub-region experiencing unique and geographically-characterized patterns for origins and destinations. Within the Asia-Pacific region, the Greater-Mekong Sub-region (GMS) features some of the most extensive and specific flows of migration and human trafficking. These flows are characterized by strong cross-border patterns due to such factors as: cultural linkages, traditional migration trends, long and porous borders, as well as significant imbalances in the socio-economic development levels of the countries therein.

The UNDP-managed project 'United Nations Action for Cooperation against Trafficking in Persons' (UN-ACT) was established to build and expand on the previous achievements of the 'United Nations Inter-Agency Project on Human Trafficking' (UNIAP), which was founded in 2000 to facilitate a stronger and more coordinated response to human trafficking in the Greater Mekong Sub-region (GMS).

The main approach of the project is to build the capacity of key stakeholders, and to facilitate coordination and cooperation among all relevant actors in order to achieve the following long-term project outcome:

- Key anti-trafficking stakeholders in the region are working in a more cooperative and mutually supportive manner to effectively combat trafficking in persons.

To work towards this outcome, the project has identified the following five interlinked outputs:

Output 1: Countries and regional actors increase their cooperation to effectively counter human trafficking

Output 2: The COMMIT Process is strengthened to become sustainable and self-reliant

Output 3: Policy makers, academia, non-governmental actors, and the public have increased access to evidence-based research and knowledge on trafficking

Output 4: Civil society and other non-governmental actors are able to contribute more effectively to anti-trafficking efforts

The intern works under the direct supervision of the Regional Project Manager. In this context, as a member of the project team, s/he will mainly assist the Regional Project Manager with the overall management of the project, to ensure the timely achievement of project results and the delivery of project outputs of the project.

VI. Information About Living Conditions at the Duty Station:

Thailand is situated in the heart of the Southeast Asian mainland, covering an area of 513,115 sq.km. and extends about 1,620 kilometres from north to south and 775 kilometres from east to west. Thailand borders the Lao People's Democratic Republic and the Union of Myanmar to the North, the Kingdom of Cambodia and the Gulf of Thailand to the East, the Union of Myanmar and the Indian Ocean to the West, and Malaysia to the south. Thailand in recent years has been disrupted by political turmoil, frequent street protests and some violent incidences in Bangkok.

Thailand is a warm and rather humid tropical country with monsoonal climate. Temperatures are highest in March and April with average temperature of 28 degree Celsius to 38 degrees Celsius and humidity averaging between 82.8 percent to 73 percent.

Population: The population in Thailand is approximately 62 million, of which around 6 million live in the capital city, Bangkok.

Language: The national and official language is Thai while English is widely spoken and understood in major cities, particularly in Bangkok and in business circles.

Business Hours: Government and business offices are open from 8:30 to 16:30 hours, Monday to Friday.

Electricity: 220 volts 50 cycles throughout the country

Banks: The country's central bank is the Bank of Thailand. Major Thai commercial banks include the Bangkok Bank, Siam Commercial Bank, Krung Thai Bank, Thai Farmers Bank and Thai Military Bank. Business hours are 08:30 - 15:30 hours, Monday to Friday. Several international banks also have offices in Thailand.

Currency: The Baht is the standard currency unit. 1 Baht = 100 satangs

Bank Notes: 20, 50, 100, 500, 1,000 baht Coins: 1, 5, and 10 baht

Health and Medical Facilities: Bangkok has numerous clinics and hospitals catering to a variety of needs. Major public and private hospitals are equipped with the latest medical technology and internationally qualified specialists. Almost all pharmaceuticals are widely available. Drinking of tap water should be avoided.