

The Office of the United Nations High Commissioner for Refugees Washington Regional Office for the United States of America and the Caribbean seeks volunteer interns to assist staff of the Caribbean Protection Unit.

### Caribbean Protection Unit based in Washington, DC

Legal Interns will assist with casework related to the assistance and protection of asylum-seekers and refugees in the Caribbean region. This is an unpaid internship for law students (J.D. or LL.M).

#### **Duties and Responsibilities:**

- Draft Refugee Status Determination (RSD) and appeal decisions for asylum seekers in the Caribbean region interviewed under UNHCR Mandate which includes country of origin research and legal analysis.
- Draft Advisory Opinions requested by Caribbean governments for pending asylum claims.
- Conduct research on local Caribbean immigration laws and procedures, asylum procedures, analysis of constitutional changes, and best practices.
- Monitor news for maritime incidents and migration flows in the Caribbean.
- Undertake special projects & translate documents and correspondence, as needed.

#### **Qualifications and Experience:**

- Excellent oral & written communication skills. Strong legal analysis skills.
- Ability to multi-task and prioritize with minimal supervision. Attention to detail required.
- A high level of computer proficiency. Familiarity with electronic databases preferred and strong proficiency with Microsoft Excel required.
- Fluency in English required; fluency in French or Spanish highly preferred.

### How to apply

Applications must be complete or they will not be considered. Please send resume, cover letter, a brief writing sample (2-3 pages), and dates of availability to the Caribbean Unit Intern Coordinator, UNHCR, 1775 K Street, N.W., Suite 300, Washington DC 20006, Fax: 202-296-5660, Email: [usawa@unhcr.org](mailto:usawa@unhcr.org).

- Fall 2010: Part-time (minimum 20 hours per week) to full time (maximum 40 hours); internship expected to last a minimum of 10 weeks. Applications will be reviewed on a rolling basis (Internship start date as soon as possible).
- Winter 2011: Part-time (minimum 20 hours per week) to full time (maximum 40 hours); internship expected to last a minimum of 10 weeks. Applications will be reviewed on a rolling basis, all applications reviewed by September 30, 2010. (Flexible start date by mid January).
- Summer 2011: Full time (35-40 hours); internship expected to last a minimum of 10 weeks. Applications will be reviewed on a rolling basis, all applications reviewed by March 15, 2010. (Flexible start date by late May- early June).

*\*Please note that we are unable to provide scholarships, living or moving stipends.*