



International Organization for Migration (IOM)
The UN Migration Agency

Volunteering opportunity with IOM Budapest (Hungarian speaking)

The International Organization for Migration (IOM) Project Development and Implementation Unit (PDIU) is seeking two Volunteers for a part-time (cca. 10-15 hours/week), five-month commitment to work in Budapest starting in November 2017. Volunteers will contribute to IOM Budapest's efforts to improve conditions for intercultural dialogue and civic participation.

Responsibilities:

- 1) Assist with the organization of an exhibition about migration, integration and diversity;
- 2) Assist with the collection of materials/items related to Hungary's experience with migration;
- 3) Support procurement processes and correspondence with service providers and sub-contractors;
- 4) Oversee the exhibition and ensure great visitor experience to school groups and other visitors;
- 5) Assist with organization of non-formal learning activities;
- 6) Contribute to IOM's online presence to promote events;
- 7) Participate in a week-long capacity building workshop/activity in Greece with project partners (second half of November or early December 2017);
- 8) Perform any other duties as requested.

Requirements:

- 1) Excellent communication and interpersonal skills - required;
- 2) Experience with organizing cultural and/or other events - distinct advantage;
- 3) Excellent spoken and written Hungarian and good command of English - required;
- 4) A degree in marketing, communications, international relations, sociology, political science or any other relevant field - distinct advantage;
- 5) Experience using publication/photo editor software – distinct advantage
- 6) Experience and/or proven interest in migration issues - distinct advantage;
- 7) Familiarity with non-formal learning - advantage;
- 8) Experience with an international organization or an NGO - advantage.

Volunteers are expected to be covered by their own medical and accident insurance. Monthly travel passes (for Budapest public transport - BKK) will be provided for successful candidates during their time with IOM Hungary. Interested applicants should send a CV and a cover letter to IOM Budapest (iombudapest@iom.int) by 9 October 2017. Estimated start date: 1 November 2017.

For more information about IOM in Hungary, please visit www.iom.hu.

International Organization for Migration (IOM)

Falk Miksa u. 8. • H-1055 Budapest • Hungary

Tel: +36.1.472 25 00 • Fax: +36.1.472 25 03 • E-mail: iombudapest@iom.int

Internet: <http://www.iom.hu>, <http://www.iom.int>