



The Immigrant Council of Ireland is a non-governmental organisation and Independent Law Centre which provides information, advice and legal representation to migrants and their families moving to or living in Ireland. The Immigrant Council's aim is to directly assist migrants in navigating the Irish immigration system and, in turn, the Immigrant Council uses its experience and expertise to lobby for positive policy and legislative changes within the immigration system and associated areas.

Job Description:

Job Title: Integration Intern

Terms: 6 months

Terms of internship: This is a full-time (35 hours per week) role with payment of €9.15 per hour

Purpose of the job:

The Integration Intern will play a key role in assisting in delivering a variety of activities and projects in the area of migrant integration and anti-racism. The aim of this internship is to provide the successful candidate with practical experience in delivering direct services, providing information, researching on integration related issues, policy writing, and event organising. We are looking for a self-motivated and flexible individual that can handle a variety of tasks.

Key areas of responsibility:

- Working with the Integration Team in delivery of ongoing projects as required;
- Conducting action and desk based research;
- Drafting reports and briefing notes;
- Providing information and referral services to victims of racism and discrimination;
- Providing administrative support to the Integration Team;
- Providing support in event management.

Skills and Experience Required:

- Some prior knowledge of, or an interest in integration and anti-racism related issues;
- Experience in direct service in the areas of racism and discrimination desirable but not essential;
- Excellent oral and written skills;
- Fluent English, knowledge of another language desirable;
- Experience in social research;

- Excellent interpersonal and intercultural skills;
- Ability to work independently and to manage time effectively;
- Motivation and a desire to learn on an on-going basis.

Relevant induction and ongoing training will be provided for the successful candidate. We particularly encourage applications from candidates of diverse ethnic background.

A one page letter of application along with a full CV and any other queries should be submitted to:

Teresa Buczkowska at Teresa@immigrantcouncil.ie

Applications should be submitted by close of business on **Tuesday 18 July 2017**. Interview with shortlisted candidates will be held Friday 21 July 2017.