



# My Journey with INGOs and IOs

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# What will be covered today?

- A brief introduction of my experience in the non-profit and UN system
- **Practical tips in finding jobs/internship opportunities in INGOs and IOs**

# About myself

- Graduated from Government and Public Administration in 2022
- Work as a Public Relations Fellow in Justice Without Borders (JWB) on a part-time basis from Sep 2021 to April 2022
  - JWB is a regional NGO providing cross-border legal assistance to migrant workers, with offices in Hong Kong, Singapore and Indonesia
  - Job duties: Social media content creation, writing articles
- Work as an intern in the International Organization for Migration (IOM) focusing on labour migration since May 2022 (remote working for the Asia-Pacific regional office)
  - IOM is the leading migration agency under the UN system
  - Job duties: Facilitate the regional consultative processes and support the review of project documents submitted by country offices



# How to get a job in the UN System?

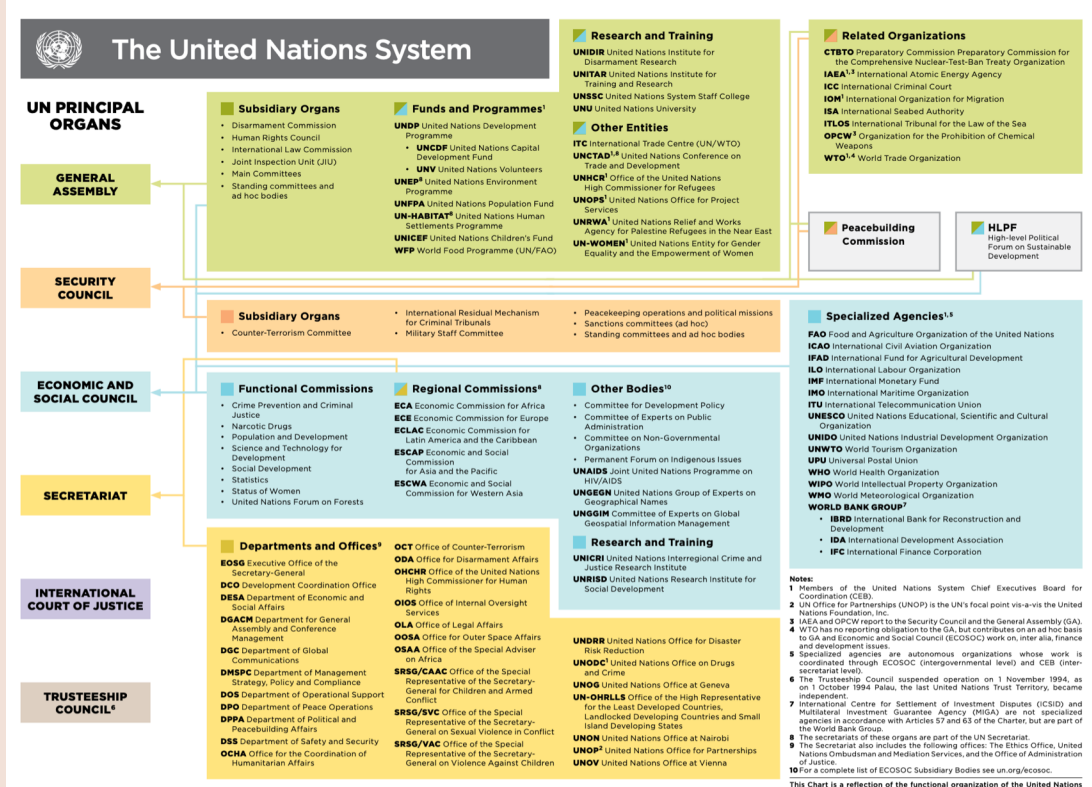
- The UN system is so big... It comprises many funds, programmes and specialized agencies

- The United Nations is just part of the UN system, so be open!

- In general, they share a common job classification system developed by ICSC with the same salary scale

- Staff categories:

- General (locally recruited)
- Professional (internationally recruited)
  - E.g. P1: master OR bachelor + 2 years of experience
- National Professional Officers



**Research and Training**

- UNDIR** United Nations Institute for Disarmament Research
- UNITAR** United Nations Institute for Training and Research
- UNSSC** United Nations System Staff College
- UNU** United Nations University

**Other Entities**

- ITC** International Trade Centre (UN/WTO)
- UNCTAD<sup>6</sup>** United Nations Conference on Trade and Development
- UNHCR<sup>7</sup>** Office of the United Nations High Commissioner for Refugees
- UNOPS<sup>8</sup>** United Nations Office for Project Services
- UNRWA<sup>9</sup>** United Nations Relief and Works Agency for Palestine Refugees in the Near East
- UN-WOMEN<sup>10</sup>** United Nations Entity for Gender Equality and the Empowerment of Women

**Related Organizations**

- CTBTO** Preparatory Commission Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization
- IAEA<sup>11</sup>** International Atomic Energy Agency
- ICC** International Criminal Court
- ION<sup>12</sup>** International Organization for Migration
- ISA** International Seabed Authority
- ITLOS** International Tribunal for the Law of the Sea
- OPCW<sup>13</sup>** Organization for the Prohibition of Chemical Weapons
- WTO<sup>14</sup>** World Trade Organization

**Peacebuilding Commission**

**HLPF** High-level Political Forum on Sustainable Development

**Specialized Agencies<sup>15</sup>**

- FAO** Food and Agriculture Organization of the United Nations
- ICAO** International Civil Aviation Organization
- IADB** International Fund for Agricultural Development
- ILO** International Labour Organization
- IMF** International Monetary Fund
- ITU** International Telecommunication Union
- UNESCO** United Nations Educational, Scientific and Cultural Organization
- UNIDO** United Nations Industrial Development Organization
- UNWTO** World Tourism Organization
- UPU** Universal Postal Union
- WHO** World Health Organization
- WIPO** World Intellectual Property Organization
- WMO** World Meteorological Organization
- WORLD BANK GROUP<sup>16</sup>**
  - IBRD** International Bank for Reconstruction and Development
  - IDA** International Development Association
  - IFC** International Finance Corporation

**Notes:**

- 1 Members of the United Nations System Chief Executives Board for Coordination (CEB)
- 2 UN Office for Partnerships (UNOP) is the UN's focal point vis-à-vis the United Nations Foundation, Inc.
- 3 IAEA and OPCW report to the Security Council and the General Assembly (GA).
- 4 WTO has no reporting obligation to the GA, but contributes on an ad hoc basis to GA and Economic and Social Council (ECOSOC) work on, inter alia, finance and development issues.
- 5 Specialized agencies, autonomous organizations whose work is coordinated through ECOSOC (operational level) and CEB (inter-secretariat level).
- 6 The Trusteehip Council suspended operation on 1 November 1994, as on 1 October 1994 Palau, the last United Nations Trust Territory, became independent.
- 7 International Centre for Settlement of Investment Disputes (ICSID) and Multilateral Investment Guarantee Agency (MIGA) are not specialized agencies in accordance with Articles 17 and 65 of the Charter, but are part of the World Bank Group.
- 8 The secretariat of these organs are part of the UN Secretariat.
- 9 The Secretariat also includes the following Offices: The Ethics Office, United Nations Ombudsman and Mediation Services, and the Office of Administration of Justice.
- 10 For a complete list of ECOSOC Subsidiary Bodies see [un.org/icecosoc](http://un.org/icecosoc).

This Chart is a reflection of the functional organization of the United Nations

# How to get a job in the UN System?

## Job opportunities for fresh graduates:

- Internship (minimum: final year of your bachelor degree program; duration: at least 2 months)
- UN Volunteers (National and International): UN Youth Volunteers and UN University Volunteers
  - International UN Youth Volunteers **usually** have specific requirements on the nationality
- Junior consultancy contracts (\*very rare, or usually offer upon special consideration)

## Where to find these job opportunities?

- Common job portals: Impact Pool, UN Jobnet, Relief Web, UNV Platform
- Job opportunities from other INGOs/IOs can also be found in these job portals, e.g. Save the Children, International Rescue Committee, Amnesty, Greenpeace, Oxfam, Red Cross

*\* Mindful of the requirements of International UN Youth Volunteers*

### Additional eligibility criteria

This assignment is funded by the Government of the Republic of Ireland and therefore specific criteria apply:

- The age criteria is broadened to include candidates who will be between 18 and 29 years of age throughout the assignment.
- Only the following are eligible to apply: Irish citizens or a European Economic Area nationals with an unrestricted right to reside in Ireland or have a declaration of refugee status from the Minister for Justice and Law Reform.

Selected candidates will be invited for an Assignment Preparation Training (online) in February 2023.

The start of the assignment is scheduled for February/March 2023.

### Additional eligibility criteria

This assignment is funded by the Government of the Czech Republic and therefore specific criteria apply:

- Only nationals of the Czech Republic can be considered.
- Candidates must be between 18 and 29 years of age throughout the assignment.
- It is a non-family assignment, entitlements related to dependents will not be granted.
- Deployment will be in February/March 2023, after the Assignment Preparation Training.

# Specific tips in jobs application

- **LinkedIn** is more useful than you thought 😎
- Narrow down the agencies/organizations you are interested in, and check the job vacancies in their **regional or country office websites** regularly (as not all job opportunities are posted in the global job portals)
- Although **related experience** is not a pre-requisite, they are highly desirable! So start building your profile 😊
- Having relevant internship/fellowship experience is not the only way to show your experience or interest, other **extra curricular activities and volunteer work** can also help!

What is my next step after the internship  
with IOM?

**WHO KNOWS?**



Thank you!

Feel free to find me at  
Whatsapp/Signal if you have  
any further questions after the  
webinar 😊 (+852 5114 0012)

