



អង្គជំនុំជម្រះវិសាមញ្ញក្នុងតុលាការកម្ពុជា
 Extraordinary Chambers in the Courts of Cambodia
 Chambres extraordinaires au sein des tribunaux cambodgiens

ព្រះរាជាណាចក្រកម្ពុជា
ជាតិ សាសនា ព្រះមហាក្សត្រ

Kingdom of Cambodia
 Nation Religion King

Royaume du Cambodge
 Nation Religion Roi

TERMS OF REFERENCE

The Extraordinary Chambers in the Courts of Cambodia (ECCC) seeks a motivated and dedicated intern as **Public Relation Intern** to assist with public affairs section activities. The intern will support the Public Affairs Section efforts to manage the public image of the ECCC as it transitions into its residual functions phase. Under this program, interns will have an opportunity to enhance their practical work, experience, and theoretical knowledge with the ECCC.

The announcement could be found on the ECCC website: <https://www.eccc.gov.kh/en/about-eccc/jobs>

SCOPE OF LEARNING

- Media Relation:
 - Draft and edit press releases, statements, and media briefings related to the ECCC Residual Functions.
 - Support on taking photographs and video.
 - Support in monitoring media coverage related to the ECCC.
- Content Creation:
 - Draft contents for the ECCC’s website, social media platforms, and other communication channels.
 - Help in preparing reports on the activities and achievements of the Residual Functions.
- Event Coordination:
 - Support the planning and execution of outreach study tour programs and mobile bus programs.
 - Assist with logistics, communication, and coordination efforts for events.
- Administrative Support:
 - Provide general administrative support to the PAS team, including managing correspondence and maintaining files.

ELIGIBILITY CRITERIA:

- Strong interest in Khmer Rouge history, particularly transitional justice.
- Basic knowledge of media, photography skills.
- Excellent organizational and communication skills.
- Second-year undergraduates’ student and fresh-graduates student in the fields of Media and Communication.
- Excellent command of written and spoken Khmer, and sound knowledge of English and/or French.

DURATION

- The internship has a duration of three (3) months, could be extended to six (6) months.
- The intern is expected to work full time.

CONDITIONS OF WORK

- Eligible to office space and basic facility of ECCC
- The interns will not be paid by the ECCC and be fully responsible for any claims by any parties concerning loss or damage to their property, death, or personal injury caused by the action or omissions of the interns during their period of internship.
- The interns shall always conduct himself/herself a compatible manner in due course of his/her scope of studies/research.
- The interns must keep confidentiality of all unpublished information during and beyond the course of the internship and must not publish any report or paper on the basis of information obtained in this project.
- The interns will have to provide written notice in case of illness or other unavoidable circumstances which might prevent him/her from fulfilling the internship.
- The interns must perform all duties complying with the ECCC national internship policies and procedures.

TERM REFERENCE CERTIFICATION

Intern

Name

Signature

Date

Supervisor

Name

Signature

Date

Chief of Section/Unit

Name

Signature

Date