**Externally funded internship/FELLOWSHIP**

**TERMS oF reference**

**I. Identification of the post**

Title: FACS Community Intern

Sector of assignment: Bureau for Policy and Programme Support, Nature Hub

Organizational unit: Food and Agricultural Commodity Systems (FACS)

Country and Duty Station: Panama City / Panama

Expected duration: 6-9 months

Expected starting date: 1 October 2025

Supervisor’s name: Aleksandra Atallah

Supervisor’s title: Programme & Knowledge Management Analyst

**II. CORPORATE BACKGROUND:**

UNDP works in about 170 countries and territories, helping to eradicate poverty, reduce inequalities and exclusion, and build resilience so countries can sustain progress. As the UN’s development agency, UNDP plays a critical role in helping countries achieve the Sustainable Development Goals.

**III. RECEIVING OFFICE BACKGROUND:**

UNDP Nature Hub is the arrowhead of UNDP’s commitment to a “Nature Pledge” that aims to put nature at the heart of sustainable development. UNDP’s Nature Pledge for 2030 focuses on three systemic shift areas: value shift, economic and finance shift and policy and practice shift; that are necessary to trigger accelerated and scaled action for achievement of the Kunming-Montreal Global Biodiversity Framework (GBF).  A Global Value shift aims to change narratives and behaviours and place nature at the heart of development and across sectors, including governance, economics, finance, health, and conservation, to drive progress across the SDGs.  An Economic and Finance shift will help ensure that natural capital is valued alongside financial and human-made capital by decision-makers. A Policy and Practice shift aims to deliver change at scale on the ground, led by countries, grounded in local communities, and informed by Indigenous peoples' knowledge. This will build on a 3 billion portfolio of nature-related projects in 140 countries.

The Nature Hub comprises 10 pillars, namely (i) Ecosystems and Biodiversity; (ii) Integrated Landscape Management; (iii) Ocean and Water Governance; (iv) Biodiversity Finance; (v) Food and Agricultural Commodities Systems; (vii) Environmental Governance; (vii) Global Engagement and Advocacy; (iix) Nature for Development Programme; (iv) Nature Pledge Coordination; and (x) Management and Operation. The Hub has around 180 global and regional personnel, and additionally over 300 personnel in countries.

The Food and Agricultural Commodity Systems (FACS) team contributes to the Nature Pledge through supporting the transformation of food and agricultural commodity systems into resilient, equitable, inclusive, environmentally, socially and economically sustainable systems. With a global portfolio invested in projects related to Food and Agricultural Commodity Systems and spread over 137 countries, UNDP seeks to promote a new paradigm for food and agricultural commodity systems that is based on diversified, resilient, agroecological systems and value chains which work simultaneously on achieving economic, environmental, social and health outcomes, with smallholders central to the transformation as the engine of economic development.

The UNDP FACS Strategy focuses on 3 key areas:

1. Forest-Positive Agriculture

UNDP FACS seeks to eliminate deforestation and conversion from key food and agricultural commodities systems, while improving livelihoods and resilience for women, small producers and indigenous people.

Corrective actions to address the impact of global food production and trade on forests and climate change is now evolving from deforestation-free supply chains to forest positive strategies, highlighting the opportunities of sustainable production while tackling potential bottlenecks in supply chains. FACS workstreams include:

* *Integrated supply chain approach:* promoting a systemic approach to sustainability that encompasses the entire commodity supply chain.
* *Multistakeholder collaboration processes for policy reforms:* Processes and tools to align stakeholders directly in producing countries with differing interests, power, and voices within a shared vision.
* *Connecting scales from global to national and subnational:* UNDP works to strengthen at national level the connection between national commitments to global conventions, specifically linking national food systems policies through NDCs and National Biodiversity Strategies Action Plans (NBSAPs).

1. Sustainable Production Landscapes

Supporting multi-stakeholder dialogue and effective collaborative action among stakeholders to transform the way food and agricultural commodities are grown and traded.

* *Jurisdictional Approaches:* Catalysing the transformation across jurisdictional levels
* *Land use planning:* Protecting forests through inclusive land planning processes
* *Strengthening farmer support systems*: Supporting the transition towards sustainable agricultural production applying the UNDP Farmers Support Systems Toolkit
* *Understanding causality in landscapes* through the utilizationof Causality Assessment for Landscape Interventions (CALI) methodology, providing an integrated, systems-informed approach for project teams and partners to continuously reflect on the validity of their Theory of Change.

1. Food Systems Transformation

A holistic approach to food systems transformation and resilience, addressing structural and systemic factors that will strengthen food systems for future crises. FACS work focuses on:

* *Food systems governance:* Policy design needs to put a systems approach at its core, with governance arrangements adjusted within and across countries and stakeholders. A systems approach requires strengthening cross-sectoral, multi-stakeholder governance and collaboration processes that connect food systems transformation with multidimensional analysis, planning, budgeting, implementation and learning
* *Policy coherence for food systems transformation*: Engaging the whole of government to boost impact on the ground aligning public policies to drive transformational change.
* *Food systems resilience:* strengthen food systems making them sustainable, inclusive and equitable, healthy, and resilient.

The FACS team is currently composed of 33 international team members. The management and operational team are comprised by 7 people located in the UNDP Regional Hub for Latin America and the Caribbean in Panama City. The rest of the team, 26 people, are home-based.

**III. DUTIES:**

The Intern/Fellow will assist in the following duties and responsibilities:

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| --- | --- | --- |
| **No** | **Duties and responsibilities** | **% of time** |
| 1 | **FACS Community Digital Platform and Community Data Analysis:**   * Curating, uploading, and promoting relevant content in the Live Feed and Digital Country Project Space (DCPS) of the FACS Community with sectoral developments, guidance document, project and country news, posts, videos, resources using the required formats; * Assisting targeted prospective members with their registration in their DCPS, maintaining the membership database, and gathering data and relevant information for donor reporting (membership, events, and subscriptions); * Improving the usability of FACS Community by creating groups, forums, tabs, and nested sub-groups using relevant branding materials (banners, thumbnails, logos, etc.); | **40%** |
| 2 | **FACS Community Learning Events:**   * Overseeing virtual event logistics, from pre-planning through delivery and post-event wrap-up and evaluation including technical support with the usage of various videotelephony software programs and other digital tools. | **40%** |
| 3 | **Other:**   * Maintaining internal FACS Community filing system up to date on SharePoint; * Supporting other/ad hoc activities as seen relevant and needed. | **20%** |

**IV. REQUIREMENTS AND QUALIFICATIONS**

**Education:**

Candidates must meet one of the following educational requirements:

* currently in the final year of a Bachelor’s degree; or
* currently enrolled in a postgraduate programme (such as a Master’s programme or higher); or
* have graduated no longer than 1 year ago from a university degree or equivalent studies.

Field of study: **sustainable or global development, business administration, information and communications technology, humanities, social or political sciences, economics, environmental management,** **agriculture, forestry, agronomy**  or equivalent.

**IT skills:**

* Knowledge and a proficient user of Microsoft Office productivity tools;
* Experience with online/community platforms both front and back-office (e.g. Hivebrite, Disciple Media, Bettermode, Mighty Network or others);
* Proven experience with digital tools & software (video conferencing, interactive presentations, visual collaboration).

**Language skills:**

* English and Spanish are required;
* Knowledge of French is an advantage.

**Other competencies and attitude:**

* Interest and motivation in working in an international organization;
* Good analytical skills in gathering and consolidating data and research for practical implementation;
* Comfortable with working with complex and distributed global teams;
* Outgoing and initiative-taking person with a goal-oriented mind-set;
* Communicates effectively when working in teams and independently;
* Good in organizing and structuring various tasks and responsibilities;
* Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
* Responds positively to feedback and differing points of view;
* Consistently approaches work with energy and a positive, constructive attitude.