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# Food and Agriculture organization of the United Nations

### **Terms of Reference for Interns**

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| **Name: Internship** | | | |  | | |
| **Job Title:** World Banana Forum -Environmental Sustainability Intern | | |  | | | |
| **Division/Office:** Markets and Trade Division – EST |  | | | | | |
| **Duty Station:** HQ | | |  | | | |
| **Linkage to FAO’s Four Betters:** Better Production (BP5), Better Nutrition (BN5), Better Life (BL1, BL5) | | |  | | | |
| **Start Date of Assignment:** July 2025 |  | **Duration and**  **End Date:** | | |  | |
| **Report to, name of supervisor:** | Victor Manuel Prada | **Title:** Project Officer | | |  | |
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| General Description of task(s) and objectives to be achieved | | | | | | |
| |  | | --- | | **Background:**  The Food and Agriculture Organization of the United Nations (FAO) contributes to the achievement of the 2030 Agenda through the FAO Strategic Framework by supporting the transformation to MORE efficient, inclusive, resilient and sustainable agrifood systems, for better production, better nutrition, a better environment, and a better life, leaving no one behind.  The Markets and Trade Division (EST) monitors and analyses developments and trends in international, regional and national agricultural commodity markets and the factors affecting them, collecting and disseminating up-to-date and comprehensive market and policy information for the major traded commodities and those important to food security. It also undertakes forward-looking outlook studies. The Division analyses issues that affect global food and agricultural markets and trade, including analysis of trade policies and agreements, and provides technical support and capacity development to FAO Members in all these areas. Through its Global Information and Early Warning System on Food and Agriculture (GIEWS), the Division is responsible for FAO's early warnings on food shortfalls and food security problems. EST is also responsible for the production of FAO flagship publication The State of Agricultural Commodity Markets (SOCO) and the OECD-FAO Agricultural Outlook. The Division houses the secretariats of the Committee on Commodity Problems (CCP) and its subsidiary Intergovernmental Groups (IGGs), the G20 Agricultural Market Information System (AMIS) and the World Banana Forum (WBF).  The Team on Responsible Global Value Chains in EST facilitates the work of the World Banana Forum (WBF), a platform for participants representing the global banana supply chain to promote collaboration on challenges facing the banana industry. Working Group 1 on Sustainable Production Systems and Environmental Impact (WG01) of the WBF works towards promoting environmentally sustainable banana production by reducing its environmental impact, optimizing use of resources, sharing knowledge on banana diseases and pests, enhancing biodiversity and fostering climate resilience. Under WG01, the TR4 Global Network (TR4GN) serves as a key platform for collaboration and knowledge exchange to prevent the spread of Fusarium Tropical Race 4 (TR4), facilitating global events, sharing resources and supporting containment efforts. Additionally, the Subgroup on Climate Change Adaptation, Mitigation and Biodiversity Conservation promotes science-based sustainable practices, fostering stakeholder engagement to enhance climate resilience and biodiversity conservation in banana supply chains. |   **Duties and Responsibilities:**  Under the overall supervision of the WBF Secretary, the intern will carry out the following activities:   * Provide support to the various projects and activities of the WBF Working Group 01, TR4GN and Subgroup; * Assist in the preparation of meetings and events of the WBF Working Groups, Advisory Board and Steering Committee; * Support the preparation of documents and materials for the planning of events, webinars, trainings and meetings of the WBF Working Groups, Task Forces, Advisory Board and Steering Committee; * Draft meeting minutes, notes, summaries of decisions and other type of reports ensuring their compliance with FAO standards; * Support the research and analysis of policies and trends related to plant health, agroecology and environmental sustainability in the banana industry; * Provide support to the development of project proposals related to the activities of the WBF Working Group 01, especially those related to environmental sustainability; * Provide other type of support to the WBF as necessary. | | | | | | |
| key performance indicators | | | | | | |
| **Expected Outputs**: | | | | | | Required Completion Date: |
| * Support to the different projects and activities of the WBF Working Group 01 provided; * Assistance in the coordination of meetings and events of the WBF provided; * Draft documents and materials for events, trainings and meetings of the WBF prepared; * Draft reports, meeting minutes and summaries of decisions prepared; * Research and policy analysis on sustainability issues in the banana industry supported; * Support to the development of project proposals related to the activities of the WBF Working Groups provided; * Reports and documents of the WBF reviewed. | | | | | |  |
| **REQUIRED COMPETENCIES** | | | | | | |
| **Minimum requirements:**   * Candidates must be enrolled in an under-graduate or post-graduate degree programme in a bona fide educational institution agricultural sciences, agricultural engineering, agronomy, environmental sciences, plant pathology, institutional development, rural development or other closely related fields at the time of application, or recent graduates of such an institution. * Working knowledge (proficient – level C) of English and limited knowledge (intermediate – level B) of another FAO official language (Arabic, Chinese, French, Russian or Spanish).   **Additional Requirements:**   * Proficency in Spanish and/or French is considered an asset * Previous experience with similar activities and roles; * Knowledge of the banana sector and UN’s working environment is considered an asset. * Good organizational skills and ability to support multiple projects independently and proactively; * Good communication and interpersonal skills and ability to interact effectively with different stakeholders; * Ability to provide remote support and liaise virtually with stakeholders; * Ability to write reports and minutes in a systematic manner; * Excellent time management and problem-solving skills; * Superior attention to detail; * Ability to work under pressure; | | | | | | |
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