# C:\FAO Office Computer\FAO_logo_Blue_2lines_en.jpgFood and Agriculture organization of the United Nations

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

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| **Name:** |  | |
| **Job Title:** International Programme Intern (Food Systems Transformation) | | |
| **Division/Office:** FAO Nepal | | |
| **Duty Station:** Kathmandu, Nepal | | |
| **Linkage to FAO’s Four Betters:** All | | |
| **Start Date of Assignment:** July 2025 **Duration and End Date:** 11 months | | |
| **Report to, name of supervisor:** Ken Shimizu **Title:** FAO Representative in Nepal | | |
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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.  FAO is a specialized agency of the UN that leads international efforts to defeat hunger. FAO's goal is to achieve food security for all and ensure that people have regular access to enough high-quality food to lead active, healthy lives. With 195 Members (194 countries and the European Union), FAO works in over 130 countries worldwide.  FAO Country Offices, working under overall corporate guidance and in line with the Strategic Framework, offer policy advice and support to countries in the mandated areas of FAO, facilitated through partnerships, resources and an active country programme to provide technical assistance, develop capacities and deliver core services while fully observing international standards of accountability to establish leadership and strengthen impact at the country level.  The offices deliver on the programmatic priorities of each country as agreed in their respective Country Programming Frameworks (CPFs) aligned to the UN Sustainable Development Cooperation Framework (UNSDCF) and ensure effective and efficient operations with adequate human and financial resources.  Specifically, FAO Country Offices:   * advocate, inform and support policies and investments in the areas of FAO’s mandate, * provide technical assistance and deliver core services, * assist and catalyze partnership and resource mobilization activities to support agrifood systems transformation, * position FAO as the specialized/authoritative technical agency in food and agriculture and agrifood systems transformation; and * ensure risk-smart and accountable operations and management. |   **Duties and Responsibilities:**  Under the overall supervision of FAO Representative and close collaboration with programme team, the international intern will undertake the following tasks:   * Assist in mainstreaming food systems transformation in FAO’s overall country programme while consolidating global, regional and national flagship projects/ initiatives and creating alignment, synergies and synchronization to implement the agri food systems transformations. * Provide research support and compile information related to food systems transformation mainstreaming in the agricultural sector. * Support in developing projects and proposal related to agrifood system transformation. * Assisting communications team to develop food systems related communication materials and campaigns. * Support to organize food systems dialogues and workshops at the provincial and national levels. * Support to organize National sensitization clinic (workshop) on embedding the human right to adequate food into national agri-food systems transformation. * Support to formulate the Right to Food and Food Systems Strategic Plan at the municipality level. * Support to develop capacity-building activities, workshops, training programs, and training manuals on food systems for the municipal and other relevant stakeholders. * Carry out other specific operational tasks for the program/project unit as requested. | | |
| key performance indicators | | |
| **Expected Outputs**: | | Required Completion Date: 31 Jan 2026 |
| * Enhanced understanding on Right to Food and Food sovereignty Act, United Nations Food Systems Summit (stocktaking moment), UNSDCF and FAO’s corporate initiatives. * Enhanced leadership and capacity in research, analysis and project implementation. * Timely completion of reports, meeting minutes, presentation, briefing notes, fact sheets, project documents, etc., highlighting the achievements and progress made in the FAO Nepal CPF. * Successful delivery of capacity building activities and training. * Program management, monitoring and evaluation. | | End of assignment |
| **REQUIRED COMPETENCIES** | | |
| **Minimum requirements:**   * Candidates must be enrolled in an under-graduate or post-graduate degree programme in a bona fide educational institution in Economics, Agriculture, International Development, Environmental Science, Business Administration, 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:**   * Strong analytical and problem-solving skills. * Excellent written and verbal communication skills. * Teamwork and collaboration skills. * Commitment to sustainability and environmental stewardship. * Good knowledge of the MS Office applications and internet. | | |
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