



WFP celebrates and embraces diversity. It is committed to the principle of equal employment opportunity for all its employees and encourages qualified candidates to apply irrespective of race, colour, national origin, ethnic or social background, genetic information, gender, gender identity and/or expression, sexual orientation, religion or belief, HIV status, physical or mental disability.

Internship – Data Analyst WFP Kyrgyz Republic Country Office

The World Food Programme (WFP) is the leading humanitarian organization saving lives and changing lives, delivering food assistance in emergencies and working with communities to improve nutrition and build resilience. We are currently seeking to fill an intern position in **Programme unit**, based in **Bishkek, Kyrgyz Republic**.

BRIEF DESCRIPTION OF THE DIVISION:

WFP's vision is that people in the Kyrgyz Republic will have substantially increased access to national social protection systems that safeguard and foster their ability to meet their food security, nutrition and associated essential needs, and to manage the risks and shocks they face, with ample opportunity to graduate from poverty and contribute to sustainable food systems, national disaster risk management efforts and social cohesion.

WFP, the second largest UN agency in the Kyrgyz Republic, will support and promote the inclusion of people with diverse and often intersecting vulnerabilities and inequalities, by supporting nationally led social and civil protection systems and programmes (strengthening the government's ability for anticipatory action and ensuring that no one is left behind) and by modelling new approaches within complementary WFP interventions (which can be adopted or transitioned), leveraging WFP's global expertise in promoting healthy diets and sustainable food systems, climate risk management, warehousing, food safety, smallholder market access and innovations such as private sector-oriented solutions, micro-insurance and digital public goods.

GENERAL INFORMATION

- **Title of Post:** Funded Internship - Data Analyst
- **Supervisor:** Head of Programme
- **Unit:** Programme
- **Country:** Kyrgyz Republic
- **Duty Station:** Bishkek
- **Duration of internship:** 8 months

- **Expected Start Date:** July/August 2023

DUTIES AND RESPONSIBILITIES

Are you a Data Scientist interested in further developing your professional experience while contributing to better nutrition, food security and shock-responsive social protection in the Kyrgyz Republic? Would you like to join WFP, a highly reputable organisation bringing positive change to lives of people affected by hardships? Would you like to join a global organisation investing in its people?

Under the direct supervision of the Head of Programme, and with technical inputs from M&E, social protection/cash-based transfer (CBT) and economists/analysts as well as ICT staff, the intern will undertake the following tasks:

- ▶ Support the roll-out of Tableau-based reporting and monitoring solutions for WFP staff and partners: develop interactive and/or customized dashboards on request.
- ▶ Support the rollout of analytical solutions through training of field users and creation of training material.
- ▶ Support conceptual and quantitative analyses informing not only WFP activities but also the Kyrgyz government's national social protection system.
- ▶ Establish processes for secure data sharing with internal and external partners and ensure implementation of measures for data protection and privacy.
- ▶ Participate in inter-agency coordination mechanisms related to digitalization, taking minutes and helping promote nutrition-sensitive social protection and safety net approaches as supported by WFP;
- ▶ Play a key knowledge management role, helping to capture lessons-learned in WFP activities and supported government programmes.

QUALIFICATIONS AND EXPERIENCE

Minimum Bachelor's degree (graduate or equivalent) in data science, computer science, programming, social science, mathematics, economics, engineering or a similar field.

KNOWLEDGE & SKILLS:

Excellent skills in Office 365 (or equivalent) tools and applications.

Previous experience in using MS Teams/Sharepoint (or equivalent) for knowledge management and improving internal work flows and communication considered an asset.

Experience making dashboards (e.g. Tableau) is desired and knowledge of designing and maintaining databases required.

Experience in GIS is an asset.

Experience with SQL, Python or R is an asset.

WORKING LANGUAGES

Excellent written and spoken English is required (proficiency/level C). Knowledge of Russian or Kyrgyz considered an asset.

SUPERVISION (Level/Methods of Supervision)

Under the direct supervision of **Head of Programme**

TRAINING COMPONENTS

Throughout their assignment WFP interns have access to an industry leading learning platform, weLearn. Depending on opportunities and availability of funds, he/she may participate in WFP workshops or seminars, as appropriate.

LEARNING ELEMENTS

At the end of the assignment, the Intern should:

- ▶ Gain a broad understanding of WFP operations, both direct implementation under food- and cash-based modalities and technical assistance and policy support to national programmes;
- ▶ Familiarize with WFP strategies, methodologies and tools related to social protection, food security and nutrition-sensitive programmes;
- ▶ Exposure to typical WFP data science technology, data analytics and data visualization tools, covering also knowledge areas such as data protection and privacy, social media, innovative tools, ...
- ▶ Capacity development through coaching, mentoring and formal on-the-job training, when working with (including supervising) national staff or (non-) governmental counterparts, including Cooperating Partners (CPs);
- ▶ But also knowledge sharing and innovation fostered by the intern, enhancing data management and analysis capacity not only in WFP but also among national partners.

Opportunities to learn on-the-job, both in the office and during field missions.

Structured training and development, with access to WFP's e-learning data base, participation in workshops and retreats and other course opportunities as they arise, enhancing:

- ▶ Professional skills: including project management competencies and assignment-related abilities; and on-the-job skills such as time management, problem solving, team building; but also career preparedness such as interview skills, CV preparation, job searching.

- Inter-personal skills: including communication and listening skills; multi-cultural awareness and cultural competency; and conflict and stress management.

Technical skills: familiarization with WFP’s infrastructure, tools and methodology for data analytics to inform shock-responsive or productive social protection, food security and good nutrition.

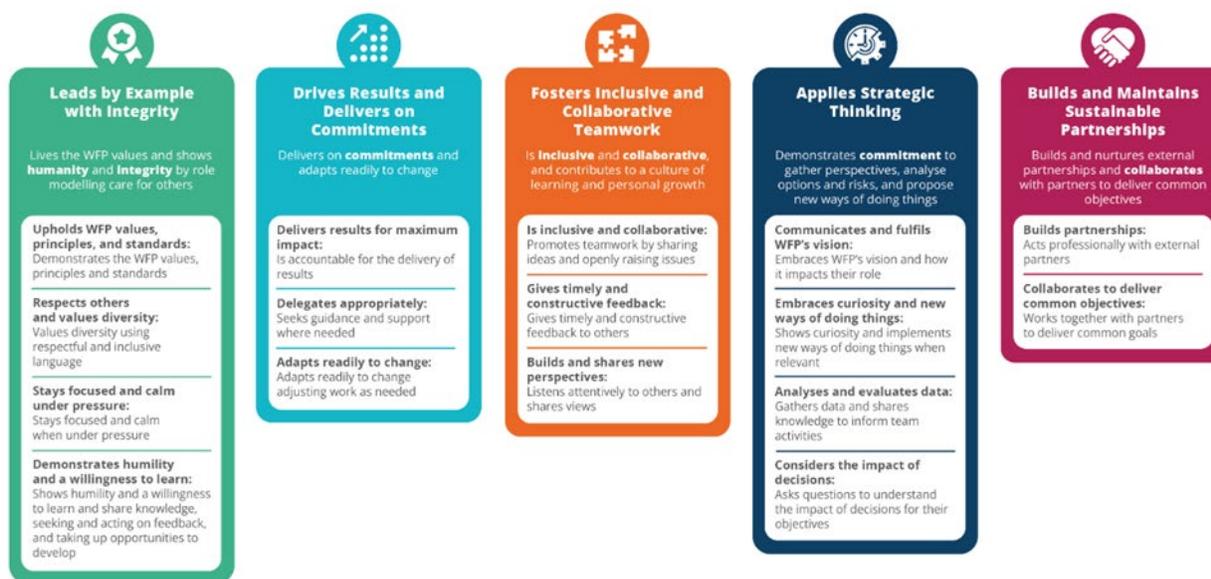
INFORMATION ON THE COUNTRY OF ASSIGNMENT

The Kyrgyz people are well known for their hospitality. While the intern will be based in Bishkek, a pleasant capital allowing for inexpensive yet good quality life-style, the assignment will include missions to the field, and there is a difference in availability of amenities between urban and rural areas.

Undergoing complicated transition period, the Kyrgyz Republic has a history of turbulent civil unrests (so called revolutions of 2005 and 2010, interethnic conflict in the Southern part of the country in 2010 and recent protests against the October 2020 elections), but the security situation is now calm and stable. The socio-economic situation following the global pandemic, however, makes WFP’s country strategic programme ever more relevant.

WFP LEADERSHIP FRAMEWORK

These are the common standards of behaviour that guide HOW we work together to accomplish our mission.



Different expectations of behaviour are defined depending on your grade and role/responsibilities within WFP.

All employment decisions are made on the basis of organizational needs, job requirements, merit, and individual qualifications. WFP is committed to providing an inclusive work environment free of sexual exploitation and abuse, all forms of discrimination, any kind of harassment, sexual harassment, and abuse of authority. Therefore, all selected candidates will undergo rigorous reference and background checks. No appointment under any kind of contract will be offered to members of the UN Advisory Committee on Administrative and Budgetary Questions (ACABQ), International Civil Service Commission (ICSC), FAO Finance Committee, WFP External Auditor, WFP Audit Committee, Joint Inspection Unit (JIU) and other similar bodies within the United Nations system with oversight responsibilities over WFP, both during their service and within three years of ceasing that service.

**Saving Lives
Changing Lives**