

World Food Day Communications Internship #1

Food and Agriculture Organization of the United Nations

The UN Food and Agriculture Organization (FAO) Liaison Office for North America is accepting applications for the position of World Food Day (WFD) Communications intern from May through November 2014 to work on a variety of projects for the World Food Day Campaign and the FAO Washington office. The World Food Day Communications Intern will work in FAO's Washington, DC, office.

Working under the supervision of the Partnerships and Outreach Coordinator, the World Food Day Communications Intern's duties may include, but are not limited to:

- Assisting with the publication of the Perspectives Essay Series on family farming including, researching potential contributors to craft a well-rounded topical series by a variety of authors, drafting invitations and correspondence with authors, ensuring essays and other materials are received on time, editing essays, posting essays to website,
- Supporting the WFD media working group in outreach efforts to media outlets,
- Tracking media coverage in North America of World Food Day messages and events,
- Conducting follow-up to gather WFD stories, photos, statistics after Oct 16,
- Assisting in the preparation of the World Food Day reports (Report to FAO Hdqtrs, photo essay and annual report) to ensure timely publication,
- Assisting in identifying and drafting relevant news, stories and events for the FAO Washington blog,
- Attending and providing short written briefs on speaker series, report launches, panel discussions, and policy briefings in Washington, DC on issues related to the work of FAO,
- Updating and maintaining mailing and contact lists,
- Other duties as required.

Required skills and experience:

- Graduate-level students strongly preferred
- Excellent writing and editing skills
- Academic background in journalism, communications, international development, agriculture,
- Experience with Photoshop and WordPress or other blog software preferred
- Strong organizational skills and administrative capabilities
- Attention to detail
- Ability to work creatively, independently and as a team member
- Ability to work full time

The [Food and Agriculture Organization of the United Nations](http://www.fao.org) leads international efforts to defeat hunger. FAO's mandate is to raise levels of nutrition, improve agricultural productivity, better the lives of rural populations and contribute to the growth of the world economy. FAO's Liaison Office for North America facilitates communication and cooperation between FAO and the governments and international institutions in North America, as well as key partners from civil society, academia and the private sector working to bring sustained food security and economic opportunity to the nearly one billion people who currently lack them.