

World Food Day Communications Internship #2 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 updating the WFD website with 2014 material, including researching, drafting, formatting and posting content,
- In coordination with the WFD Media Working Group, assisting in the development of a communications plan for WFD which will include a social media strategy and blog plan,
- Maintaining the World Food Day blog including, identifying and drafting content, coordinating guest bloggers to ensure timely receipt of articles and materials, and posting,
- Maintaining the World Food Day social media outlets (Facebook, Twitter, Pinterest and YouTube) to meet outreach targets,
- In conjunction with the WFD Communications Plan, drafting a social media toolkit for public distribution,
- Ensuring World Food Day network campaigns and events are properly displayed on World Food Day website,
- Communicating with event organizers and supporters, ensuring all information and materials are delivered in a timely manner,
- Conducting follow-up to gather WFD stories, photos, statistics after Oct 16
- Drafting stories of WFD events and activities for post-WFD coverage,
- Assist in developing a WFD communications plan for post WFD coverage,
- 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
- Experience using social media for socially conscious messaging
- Experience with Photoshop and WordPress or other blog software preferred
- Academic background in journalism, communications, international development, agriculture,
- 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](#) 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.