



FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS
Terms of Reference for Intern

Minimum number of years of relevant experience required: 1yr 5yrs 12+yrs

Name: Intern	
Job Title: Internship in social protection & rural institutions	
Division/Department: Social Policies and Rural Institutions Division (ESP) / Economic and Social Development Department	
Programme/Project Number: SO3/001&003	
Location: FAO Headquarters, Rome	
Expected Start Date of Assignment: 01/09/2016	Duration: 6 Months
Reports to: Darana Souza	Title: Social Protection Officer

GENERAL DESCRIPTION OF TASK(S) AND OBJECTIVES TO BE ACHIEVED

Under the supervision of the social protection officer and in close collaboration with the social protection and rural institutions consultant, the incumbent will specifically contribute to FAO's strategic objective 3 (reducing rural poverty), under Outcome 1 (access to organizations and services) and Outcome 3 (improved social protection systems).

In particular, the intern will assist in: (i) advancing a regional project on the extension of social protection to the informal rural economy through cooperatives (Kenya, Malawi, Cameroun and Cote d'Ivoire); and (ii) preparing external and internal documents related to FAO's activities in social protection in selected countries.

The main tasks include:

- Performing the data entry of a survey assessing the current and potential social protection services provided by cooperatives in the four above-mentioned countries and the social protection needs of member families;
- Contributing to the preparation of graphs, tables and the consolidation of results;
- Contributing to the preparation of a review of literature and tools for the preparation of a capacity development programme aimed at strengthening the cooperatives' provision of social protection services;
- Contributing to the preparation of other report documents on the regional project;
- Supporting the elaboration of social protection material in French;
- Prepare meeting summaries and reports;
- Performing other minor tasks as required.

Qualifications needed:

- Master Programme in International Cooperation and Development, social research, sociology, economics, rural and agricultural policies or equivalent;
- Proficiency with excel and ability to work with data entry and data coding;
- 1 year of relevant work experience, internship or volunteering;
- Fluency in French and English;
- Excellent writing skills.

Desirable:

- 1 year of field experience in one of the following thematic areas: social or agricultural services, social protection, cooperatives/producers' organizations, data collection and processing

- Ability to work with other data processing software (e.g. Stata, R, CPro, SPSS)

HOW TO APPLY

Send your CV and cover letter to igor.vinci@fao.org. Deadline for applications: 21 August 2016 before 12pm on the 21st of August 2016. Please put "SP/RI internship application" in the subject line of the mail.