

FAO INTERNSHIP PROGRAMME: FREQUENTLY ASKED QUESTIONS

Application:

Q: Are there any vacancy announcements for the Internship Programme?

A: There are no specific vacancy announcements for the Internship Programme. Interested candidates may apply throughout the year. Eligible applicants are inserted in a roster which is accessed by FAO Divisions who, if interested in hiring one of the candidates available in the roster, will contact him/her directly.

Q: What are the deadlines for applications?

A: Applications can be sent anytime during the year. Applications from eligible candidates will be kept by the Organization for a period of six months.

Q: When and how will I be informed about the outcome of my application?

A: FAO may contact the candidate within six months from the receipt of the application. The timing will depend on the Division's needs. If you do not get contacted within six months of submission, you should assume that your candidature has not been successful.

What We Look for:

Q: What kind of skills are you looking for?

A:

- (1) Good knowledge of the subjects related to FAO field of work.
- (2) Good analytical, communication, IT skills.
- (3) Ability to work in a multi-cultural environment.

Individual and Sponsored Interns:

FAO Internship Programme allows students/young graduates to apply for an internship via two avenues: through an academic/government institution or as individuals.

Q: What is an Internship sponsored by an academic or government institution? Who are the “sponsored” interns?

A: If the candidate's academic or government institution has signed an internship agreement with FAO, he/she may apply through the institution as a “sponsored” intern. Sponsored interns are those who apply for the FAO internship programme through an academic or government institution with whom FAO has an internship agreement.

Q: Who are the “individual” interns?”

A: Individual interns are those interns who do not apply for the internship programme through academic or government institutions which have the sponsorship agreement with FAO. Individual interns directly apply for the FAO internship programme. If a candidate does not belong to any academic/government institution, he/she may apply directly as an “individual” intern.

Q: Is there a different procedure to be followed for individual and sponsored candidates?

A: The application is the same in both cases. Applicants must complete the [FAO Personal History Form](#), prepare a brief statement describing his/her interest and reasons for wishing to participate in the Programme and send them to FAO by email to Internship-Programme-Applications@fao.org.

Q: Do I have to be sponsored in order to become an intern at FAO?

A: No. Even if you do not have a sponsoring institution, you can still apply as an individual intern.

Conditions of Service:

Q: Which countries will I be assigned to if I am selected as an intern?

A: An intern may be assigned either to FAO Headquarters or one of the decentralized offices. Depending on the local security situation, some duty stations will not accept interns.

Q: What are the fields of work the FAO internship programme offers?

A: The interns will be assigned to different fields of work according to their profile and to the needs of the Organization. The interns will be involved in the work of the Unit that has selected them and will carry out assignments relevant to their studies or interests.

Q: What kind of tasks does an intern perform?

A: The intern will perform the functions specified in his/her Terms of Reference (TORs), which is prepared by the Division/Office concerned before the beginning of the assignment and agreed by the intern.

Q: What is the duration of an Internship?

A: For individual interns, the duration will be from three to six months. For sponsored interns, the duration will be defined in the agreement to be signed by FAO and the sponsoring institution.

Living in the Duty Station:

Q: Once selected as an intern, can I receive any financial support from FAO?

A: Individual interns will receive a stipend up to a maximum of USD 700 per month. The amount will vary according to the duty station. Sponsored interns will receive the stipend determined by their sponsoring institution. If the amount paid by the sponsoring institution is less than the amount specified for the duty station, FAO will pay the difference.

Q: Is there any financial or organizational support for accommodation?

A: No. Interns (or their sponsoring institution as case may be) are responsible for own accommodation at the duty station.