



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

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| Job Title: Internship in support of the Hand-in-Hand Initiative | |
| Division/Office: FAOGT | |
| Duty Station: Guatemala | |
| Linkage to FAO's Four Betters: All 4 Betters | |
| Start Date of Assignment: July 2026 (exact date to be determined) | Duration and End Date: 6 months as of start date |

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

Background:

The Food and Agriculture Organization of the United Nations (FAO) leads international efforts to defeat hunger, achieve food security and improve nutrition, while promoting agriculture and ensuring the sustainable management and use of natural resources for the benefit of present and future generations. With 194 Member Nations and operations in more than 130 countries, FAO works to support inclusive, resilient and sustainable agrifood systems.

The Hand-in-Hand Initiative, launched in 2019, is a flagship of FAO and one of its core priority programme areas. The Initiative is presented in 83 countries and supports the implementation of nationally led, ambitious programmes to accelerate agrifood systems transformations by eradicating poverty, ending hunger, and reducing inequalities. It uses advanced geospatial modeling and analytics, combined with a strong partnership-building and investment facilitation approach, to identify priority territories and develop evidence-based, investment-ready proposals that strengthen resilience to climate change and improve livelihoods.

As one of the main activities of the World Food Forum, since 2022 FAO has organized the annual Investment Forum, a global platform through which governments present investment plans—developed under the Hand-in-Hand Initiative—to a global audience of agrifood investors. The Forum plays a central role in mobilizing large-scale investment, facilitating structured dialogue between governments and investors, and building partnerships to accelerate agrifood systems transformation in support of the Sustainable Development Goals.

FAO is seeking motivated interns to join and contribute to the Hand-in-Hand Initiative and the participation of Guatemala in the 2026 Investment Forum, while benefiting from a structured learning experience at FAO in Guatemala. The internship will allow the selected candidate to understand how technically sound, evidence-based proposals are developed using analytical instruments, and how these proposals are translated into concrete investment opportunities through dialogue with governments and investors.

FAO and the Polytechnic University of Madrid (UPM) signed an internship Agreement as an opportunity for qualified students to obtain additional knowledge and practical experience required to excel in the development field.

UPM is a public university and has the mandate and the objectives of maintaining a firm commitment to quality that extends to all its areas of action, including the creation, development, transmission and criticism of science, technology and culture.

Duties and Responsibilities:

Under the overall supervision of the FAO Representative in Guatemala and in close consultation with HIH Team in Headquarters, the intern will undertake the following duties:

- Support and follow-up activities related to the HiH in Guatemala, including the preparation of agendas, meeting minutes, and technical consultations linked to the drafting and review of the Hand-in-Hand country Investment Note.
- Support the FAO country office in policy and investment dialogue with government counterparts, development partners, international cooperation actors and potential public and private investors, contributing technically to discussions related to the preparation, positioning and refinement of the Hand-in-Hand country investment note.
- Assist in the design and delivery of capacity-building activities and trainings for national institutions and stakeholders on the analytical tools and methodologies made available through the HIH, aimed at strengthening national capacities for the identification, formulation and presentation of investment opportunities
- Support the FAO team responsible for the preparation of the participation of Guatemala in the 2026 HIH Investment Forum, including the preparation of agendas, organization of bilateral meetings, and support to the development of content and parallel events associated with the Forum.
- Contribute to the consolidation and reporting of quantitative and qualitative results of Guatemala’s participation in the Investment Forum, including data and summaries related to the number of bilateral meetings held, agreements and commitments identified, and public and private dialogue events with investors.
- Perform any other related tasks as required in support of the HIH in Guatemala, consistent with the intern’s learning objectives and FAO priorities.

KEY PERFORMANCE INDICATORS

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| Expected Outputs: | Required Completion Date: |
| • Timely, high-quality completion of the projects and products listed above, as assigned based on organizational priorities. | 20 December 2025 |

REQUIRED COMPETENCIES

Minimum requirements:

- Nationality: Candidates must be nationals of FAO Members.
- Age: Candidates must be aged between 21 and 30 at the start of their internship.
- Education: Candidates must be students enrolled in an under-graduate or graduate degree programme in a field relevant to sustainable development from a bona fide educational institution at the time of application, or recent graduates of such an institution (less than two years from graduation).
- Languages: Candidates must have working knowledge of at least one FAO language (Arabic, Chinese, English, French, Russian or Spanish). Knowledge of a second FAO language is an asset.
- Skills: Candidates must be able to adapt to an international and multicultural environment and have good communication skills.

- Immigration status: Candidates must have or obtain appropriate residence or immigration status in the proposed duty station prior to the start of the internship assignment.
- Family relationship: Individuals with family members (defined as mother, father, brother and sister) employed by FAO in any capacity are not eligible for internships. In case of a potential intern who is the spouse of an existing staff or non-staff member, his/her eligibility is subject to the same clearance procedures as those provided for under the Organizations' policy on spousal employment.
- No more than one internship assignment: Only one internship assignment is possible under the FAO Internship Programme