



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

Job Title: World Food Forum Intern	
Division/Office: Regional Office for Latin America and the Caribbean (RLC)	
Duty Station: Santiago de Chile, Chile	
Linkage to FAO's Four Betters: All 4 Betters	
Start Date of Assignment: June 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 (FAO) of the United Nations leads international efforts to defeat hunger and to achieve food security for all and make sure that people have regular access to enough high-quality food to lead active, healthy lives. With over 194 member states, FAO works in over 130 countries worldwide. We believe that everyone can play a part in ending hunger.

FAO's Youth Committee was established in 2019 to tap into the potential of young employees as catalysts for change. The Youth Committee later created the World Food Forum and many youth partners from across the UN, as well as public and private institutions have since associated themselves with the World Food Forum.

Launched in 2021, the World Food Forum (WFF) is an independent, youth-led global network of partners facilitated by the Food and Agriculture Organization of the United Nations (FAO). It aims to spark a global movement that empowers young people everywhere to actively shape agrifood systems to help achieve the Sustainable Development Goals (SDGs) and a better food future for all.

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.

The World Food Forum initiative is composed by different programmes which are the following:

- Youth Assembly: connecting and empowering young people around the globe with different backgrounds to discuss their local priorities and challenges and identify innovative and actionable solutions for a better food future.

- Innovation Lab: bolstering innovation for sustainable development in support of ending hunger. Led by global youth, it engages the leaders of tomorrow, elevates the innovators and innovative solutions that are already making a difference, and aims to inspire the world to confront the threats that our agrifood systems face today.
- Education: aiming to provide access to knowledge and actionable solutions for healthy diets and a healthy planet, while inspiring children and youth everywhere to create a better food future for all.
- Culture: utilizing art, culture and creative expression (film, music, art, cooking) to connect youth around the globe through our shared passions in order to spark discussion and action around ongoing issues – from the COVID-19 pandemic to the triple planetary crisis of climate, pollution, and nature loss.
- Local Action: connecting the dots to amplify country and regional actions and scale-up their impacts. It promotes and facilitates multi-sectoral linkages with key regional and global initiatives for the transformation of our agrifood systems, while exploring the link between access to healthy diets and the climate agenda, including the essential climate, biodiversity and nutrition nexus along the four WFF Tracks.
- Partnership, Fundraising, Marketing Communications and Outreach

Duties and Responsibilities:

Under the overall supervision of the focal point for youth in RLC and in close coordination with the Coordinator of the World Food Forum (WFF), the intern will undertake the following duties:

- Support planning, partnerships, promotion and management of the WFF Local Youth Programme, focused on the Region of Latin America and the Caribbean, so that campaigns and events are executed on the agreed timelines;
- Work in close collaboration with the WFF programmes and the FAO regional youth focal point for Latin America and Caribbean (RLC) to expand the WFF National Youth Chapters and ensuring that the proposed activities/actions are complementary to FAO's existing work in the region, with a special focus on Innovation;
- Support the activities of the RLC chapters and bridge them with the activities of the Spanish chapter, to exchange best practices and opportunities;
- Assist the creation of marketing and communications content (articles, videos, social media posts, newsletters, and additional content) related to the World Food Forum, in collaboration with all relevant tracks and offices;
- Aid in the preparation and organization of the World Food Forum events (including note-taking, drafting of concept notes, e-mails, invitations, follow-up communication materials);
- Support engagements with internal and external partners (e.g.- other FAO divisions, private sector companies, influencers, marketing & design agencies and freelancers) to enhance and execute the campaigns;
- Support the Coordinator of the WFF and the WFF programme leaders and the Regional Office in other tasks that may arise.

All communication materials will follow FAO clearance processes and comply with FAO standards, including:

FAOSTYLE (English: <https://www.fao.org/3/cb8081en/cb8081en.pdf>; French: <https://www.fao.org/3/AC339FR/ac339fr.pdf>; Spanish: <https://www.fao.org/3/ac339s/ac339s.pdf>; Arabic: <https://www.fao.org/3/ac339a/ac339a.pdf>; Chinese: <https://www.fao.org/3/ac339c/ac339c.pdf>);
FAO terminology <http://www.fao.org/faoterm>;

FAO Names Of Countries <https://www.fao.org/nocs/en>;
Story guidelines http://intranet.fao.org/fileadmin/user_upload/occ/Quick_Guides/UPDATED-Digital-Storytelling-Guide-EN-FINAL.pdf;
Story template http://intranet.fao.org/fileadmin/user_upload/occ/Quick_Guides/FAO-Stories-Template-UPDATED.pdf;
UN map standards (available to staff);
FAO Brand and policy book (available to staff).

Further guidance regarding FAO communications, policies and procedures can be found through the FAO intranet, OCC section.

KEY PERFORMANCE INDICATORS

• Expected Outputs:	Required Completion Date
• Timely, high-quality completion of the projects and products listed above, as assigned based on organizational priorities.	6 months as of start date

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 Spanish 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.