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# Food and Agriculture organization of the United Nations

### **Terms of Reference for Interns**

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| **Name:** | | | | |  |
| **Job Title:** Decent Employment in Agrifood Systems Intern | | | | |  |
| **Division/Department:** FAO Regional Office for Africa (FAORAF) |  | | | | |
| **Location:** Accra, Ghana | | | | |  |
| **Linkage to Four Betters:** Better Life: Inclusive Rural Transformation | | | | |  |
| **Expected Start Date of Assignment:** ASAP |  | | **Duration:** | 11 months | |
| **Report to:**  AYTEKIN, Melisa (Policy Officer, RAF) |  | |  |  | |
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| General Description of task(s) and objectives to be achieved | | | | | |
| |  |  | | --- | --- | | **Background:**   |  | | --- | | Sub-Saharan Africa has the youngest population in the world with over 60% of the total population of 960 million below the age of 24. To maximize its demographic dividend, the region has to create more than 10 million jobs per year in the next two decades to absorb the new entrants in the labour force. The promotion of decent jobs in agri-food systems, in particular for youth, is a key priority in the FAO regional programme of work for Africa, highlighted as a regional priority during the 32nd FAO Regional Conference for Africa; as well as a corporate outcome and a cross-cutting theme in FAO’s Strategic Framework.  To this end, FAORAF is implementing the ‘Opportunities for Youth in Africa: Accelerating Jobs Creation in Agriculture and Agribusiness (OYA)’ programme. The OYA programme was developed jointly with the United Nations Industrial Development Organizations (UNIDO), and in collaboration with the African Union Commission (AUC), in order to respond to the need for accelerated efforts in job creation and empowerment of African youth. The programme was launched in August 2019 at the Seventh Tokyo International Conference on African Development (TICAD7) in Yokohama, Japan with support from the Government of Japan. It serves as an example of UN inter-agency collaboration in striving for Delivering as One. OYA is a 5-year programme targeting the pilot countries of Cape Verde, the Democratic Republic of Congo, Kenya, Ghana, Tunisia and Zambia. The development objective of the OYA programme is to increase decent employment and self-employment opportunities in agriculture (on- and off-farm) and agribusiness for young women and men. | |   **Duties and Responsibilities:**  Under the overall guidance of the Decent Employment in Agrifood Systems Programme manager, the general supervision of the FAORAF Policy Officer, and the day-to-day guidance of the OYA programme coordinator, the Decent Employment in Agrifood Systems Intern will provide operational and coordination support to the RAF Decent Employment in Agrifood Systems Programme with a particular focus on youth, the OYA project (GCP/INT/920/MUL), and migration, to support the timely and effective implementation of activities within the required timelines. In particular, the Intern will undertake the below tasks:   * Support progress monitoring on the implementation of country and regional work plans, flagging any identified risks and opportunities for prompt attention; * With support from the OYA project coordinator, drive the design and delivery of a multi-country pitch competition for beneficiaries of the ‘Empowering young women and men in agribusiness to lead inclusive rural transformation in Africa’ initiative, which is an offshoot of the OYA programme; * Organize periodic team meetings and brainstorming sessions, as well as the documentation and follow-up of key outcomes and action points; * Provide logistical support during the organization of workshops, events and trainings; * Support communication and visibility efforts by conducting research, drafting content, and disseminating approved materials; * Conduct desk research on, and liaise with Partnerships team to identify, technical and financial resource opportunities to be pursued by the team; * Maintain the youth in agribusiness in Africa database, ensuring continuous updates with new contacts; * Contribute to the organization of the 2023 World Food Forum, initiated by the FAO Youth Committee, as needed; * Provide general support to the implementation of the Decent Employment in Agrifood Systems Programme’s work plan for 2023, which may include activities related to migration and child labour, and contribute ideas to enhance overall delivery; * Participate as a team member of the Decent Employment in Agri-food Systems Programme in RAF, contributing to team roles and responsibilities as needed; * Perform other related duties as requested. | | | | | |
| key performance indicators | | | | | |
| **Expected Outputs**: | | **Required Completion Date:** | | | |
| Support delivered to the implementation of the OYA project (GCP/INT/920/MUL) and other related projects within the Decent Employment in Agrifood Systems Programme’s work plan | | Within contract period | | | |
| Communication and visibility materials created and disseminated as needed | |
| Support delivered to the preparation and execution of team meetings and key outputs and action points documented for follow-up | |
| Events and trainings supported with logistics arrangements | |
| The design and delivery of a multi-country pitch competition for beneficiaries of the ‘Empowering young women and men in agribusiness to lead inclusive rural transformation in Africa’ initiative effectively organized | |
| All other duties in the TORs performed as required | |
| End of assignment report submitted | | One month before end of contract | | | |
| **REQUIRED COMPETENCIES** | | | | | |
| **Minimum requirements:**   * Enrolled in an under-graduate, graduate degree programme in International Relations, Development Studies, Social Sciences, or other relevant subject in a “bona fide” educational institution at the time of application or recent graduate. Please note that FAO only considers higher educational qualifications obtained from an institution accredited/recognized in the World Higher Education Database (WHED), a list updated by the International Association of Universities (IAU)/United Nations Educational, Scientific and Cultural Organization (UNESCO). The list can be accessed at [http://www.whed.net/](http://www.whed.net/home.php). * Candidates should be aged between 21 and 30. * Written and spoken knowledge in English. * Excellent verbal and written communication skills. * Self-driven and motivated. * Excellent attention to detail. * Team player. * Commitment to the UN goals.   **Assets**:   * Previous experience with project management or coordination. * Previous experience with event organization/coordination. * Proficiency in French. | | | | | |
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