



**World Food Programme** | **Programa Mundial de Alimentos**

## INTERNSHIP VACANCY ANNOUNCEMENT

**Title:** Communications Intern

**Contract Type:** Intern

**Duty station:** Brasilia, Brazil

**Deadline for application:** March 21, 2021

**Duration of internship:** 08 months

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### Background

WFP is the world's largest humanitarian agency fighting against hunger worldwide. Finding long-term and sustainable solutions to chronic hunger is also a part of the WFP mandate. The WFP Centre of Excellence against Hunger was launched in November 2011 as a partnership between WFP and the Brazilian government, to support governments in Africa, Asia and Latin America in the areas of School Feeding, Nutrition and Food Security.

Internships with WFP provide an opportunity for the students to gain experience of the United Nations and more particularly of the World Food Programme. It also provides an opportunity for students to gain valuable experience working in an international professional environment and provides exposure to a truly global humanitarian organisation. In general, the objectives of the internship programme are:

- Promote among the participants a better understanding of the United Nations through experience in the World Food Programme;
- Offer to our Office the assistance of students specializing in fields relevant to activities carried out by the Programme;
- Provide work experience for students which clearly augment their study and career plans.
- Allow the Programme to be exposed to dynamic and innovative ideas arising from academic study.

### Responsibilities and tasks

The intern will be expected to gain knowledge and experience working with the activities related to the Communications strategy, supporting the Communications Officer on the following tasks:

- Support the Communications Unit's corporate and visibility work to amplify WFP's profile and help promote our projects and partnerships among relevant audiences;
- Draft content for social media as well as support social listening and community management activities;
- Assist with social media metrics and digital stakeholder mapping for communications purposes;
- Help keep accurate records for reporting purposes and help update our mailing lists;
- Assist with website management (updates, metrics);
- Support in preparation of internal and external communications materials, including social media copy, human stories, reports, brochures, leaflets and other formats;

- Assist in keeping track of important news, events, milestones and other communication opportunities in regions of interest;
- Support the development and running of events;
- Provide relevant research and translation services and other ad-hoc support;
- Other duties related to Communications, as required.

**Minimum qualifications:**

- Grasp of social media platforms and social listening tools;
- Some experience with digital and social campaigns and tools;
- Excellent written and verbal communication skills, and some experience of writing for a range of online and offline communication channels;
- Basic design and video editing skills will be an asset;
- Previous paid or volunteer experience with UN bodies, relevant NGOs or government organizations will be an asset.

**Education:** The intern must be currently enrolled with at least two years undergraduate or graduate studies completed, or recently graduated (within the past six months) with a university degree in Communications, Marketing, Journalism, Public Relations or another related field. Must have attended classes in the past 12 months.

**Languages:** Fluency in Portuguese (native level) and excellent command of English (oral and written) is required. Working knowledge of Spanish would be an asset.

**Training components:** Throughout their assignment WFP interns have access to an industry leading learning platform, WeLearn. Depending on opportunities he/she may participate in WFP workshops or seminars, as appropriate.

**Learning Elements:**

At the end of the assignment, the Intern should:

- Have a greater understanding of the World Food Programme's work and its role within the wider humanitarian system.
- Experience of the use of social media in brand building.
- Experience in implementing a range of communications strategies.

The candidate must have Brazilian Nationality or be legally authorized to participate in the internship programme in the country.

**Financial issues:** According to WFP's Conditions Governing the Internship, a stipend of 14% of the local UN Daily Subsistence Allowance will be provided, per working day, during the internship period



(R\$ 74,20 per working day). The intern is expected to work 30 hours per week, ideally spread over 5 days a week. Flexible working arrangements could be discussed.

**Application Procedures:**

Step 1 - Go to: <http://www1.wfp.org/careers/job-openings> - Register and create your online CV.

Step 2 – Click on - [Communications Intern](#) - and apply to submit your application.

NOTE: You must complete Step 1 and 2 for your application to be considered.

In the application form, ensure filling the mandatory sections, attaching your CV, answering the pre-screening questions and agreeing on the legal statement before submitting your application.

We look for applicants with the highest integrity and professionalism who share our humanitarian values. We commit to promote diversity, gender parity and equality between men and women.

WFP strives to build a work environment that is safe and respectful, and free of sexual harassment and abuse of authority. We believe in open communication, and every individual at WFP is treated with respect regardless of gender, age, ethnicity, religious and political beliefs, etc. Individuals from minority groups, indigenous groups and persons with disabilities are equally encouraged to apply.