TERM OF REFERENCE (ToR)

FOR THE RECRUITMENT OF 2025 - 2026 SEOUL NATIONAL PROGRAM

**GENERAL INFORMATION**

**Post Title:** Recruitment of 2025 - 2026 SNU interns

**Host Organization: IFAD**

**Host Department/Division: PMI**

**Duty Station:** Ciudad del Saber, Panama City, Panama In presence

**\***subject to change according to world-wide COVID-19 situation

**Expected Places of Travel:** Selected project sites within Latin America where IFAD projects are implemented (subject to conditions).

**Duration:** Six months (Sept 2025 to Feb 2026)

**Expected Start Date:** Sept 2025

**JOB DESCRIPTION**

# SCOPE OF ASSIGNMENT

# Type of assignment:

* The intern will be based in the LAC Regional office within Ciudad del Saber in Panama City, and will support LAC-wide activities related to the Production, Markets, and Institutions division within the Office of Technical Delivery at IFAD. This is an opportunity to participate in field-based work related to furthering IFAD´s engagement with the private sector and furthering access to markets related to value chain development for various projects, and throughout LAC. The intern will participate in meetings with project teams and with IFAD staff related to rural inclusive finance, markets and value chains. The intern will conduct analytical assignments where he/she may need to write memos and/or reports as well as conduct excel-based analysis including consolidating large data sets. The intern may also prepare PPT presentations summarizing findings and organizing information. The intern will also support the organization of webinars, online events, and other information sessions that are organized by IFAD and other multilateral entities that are scheduled for the second half of 2025. The intern will report to the Lead Regional Technical Specialist for Markets and Value Chains.

# Specific Description:

The intern will support with the following activities:

* Assist in deepening the mapping of agricultural value chains in selected project areas, identifying key actors in the VC and opportunities for private sector engagement.
* Conduct research and analysis on rural market dynamics, including price trends, production capacities, and barriers to market access for specific value chains such as cocoa, coffee, llama/alpaca fibre, export fruits, honey, among other products.
* Identify good examples for profiling case studies of IFAD’s successful interventions to share best practices with other teams and stakeholders.
* Support stakeholder engagement activities by coordinating workshops, trainings, and compiling insights and data in support of these online events.
* Write reports, summarize findings in PPTs, conduct analyses in excel, among others.

# EXPECTED DURATION OF ASSIGNMENT

The intern will start in Sept 2025 and continue his/her assignment until Feb 2026.

# QUALIFICATION/EXPERIENCE

The successful offeror shall meet the following minimum criteria:

# EDUCATION

* Minimum: Enrolled in a Bachelor’s degree program (completed at least two years) or higher in Agriculture, Economics, Business Administration, Development Studies, Data/econometrics, Finance, or a related field.

# EXPERIENCE

* Familiarity with agricultural markets, value chain concepts, or development projects (prior internship or coursework preferred).
* Experience in value chain analysis, market access assessments, marketing structures, among other related activities is beneficial
* Interest in markets development, marketing activities for micro and small businesses.
* Experience in data collection, data analysis, or stakeholder engagement is an advantage.

# LANGUAGE

* English (advanced)
* Spanish (intermediate)

**FUNCTIONAL COMPETENCIES**

* Strong analytical and research skills.
* Proficiency in MS Office tools and data analysis software (e.g., excel, PPT, data analysis tools, or project management platforms).
* Proficiency in using and applying artificial and data intelligence skillfully and functionality.
* Time management and independence
* Knowledge of value chains and their uses and functions

**Core Competencies**

* Capacity to work independently and for critical thinking
* Strong writing and communications skills
* Ability to interact with stakeholders and to conduct interviews with beneficiaries
* Capacity for critical thinking and for using AI complementarily but not exclusively
* Initiative and drive, positive attitude, eagerness to learn and to contribute beyond specific tasks.
* Cultural sensitivity, ability to interact with and engage with different persons