TERM OF REFERENCE (ToR)

FOR THE RECRUITMENT OF 2025 - 2026 SEOUL NATIONAL UNIVERSITY PROGRAM

**GENERAL INFORMATION**

**Post Title: PMI ESA Regional Team Internship**

**Host Organization:** IFAD

**Host Department/Division:** OTD/PMI

**Duty Station:** Nairobi

**Expected Places of Travel:** Kenya and possibly another Sub-Saharan Africa Country

**Duration:** 6 months

**Expected Start Date:** 15 November 2025 (until 15 May 2026)

**JOB DESCRIPTION**

# SCOPE OF ASSIGNMENT

# Type of assignment: The assignment is twofold: (a) Technical Assistance Coordination Support – IFAD Portfolios at East and Southern Africa (ESA); and (b) IFAD Regional Farmer Forums Coordination Support – IFAD ESA and Western and Central Africa (WCA).

# Specific Description:

# IFAD holds a unique dual identity as both a United Nations specialized agency and an International Financial Institution (IFI). *As a UN agency*, IFAD operates with a development mandate focused on eradicating rural poverty and hunger, grounded in inclusive multilateralism and partnerships with member states. *As an IFI*, IFAD channels concessional and market-based financing to governments, farmer organizations, and private sector actors, leveraging financial instruments and investment principles to deliver sustainable rural development outcomes. This hybrid nature enables IFAD to blend policy dialogue, technical assistance, and financial resources in a way that few other institutions can, in a sustainable and highly efficient manner.

# Technical Assistance Coordination Support – IFAD East and Southern Africa (ESA) Portfolios

# - The East and Southern Africa (ESA) Division of the International Fund for Agricultural Development (IFAD) has an active portfolio of agriculture and rural development investments across 18 countries in the region. These include projects supported through sovereign lending, non-sovereign operations (NSOs), climate finance, and regional grants. As IFAD continues to decentralize its delivery model, greater coordination is needed to ensure that the technical support functions by PMI are consistently aligned with project needs, regional priorities, and country-led demands.

# - The Technical Assistance Coordination Support Intern will help strengthen the PMI Division’s strategic deployment and coordination of IFAD’s technical assistance resources in the ESA region, improve delivery mechanisms, and support results tracking and knowledge generation.

# - The Technical Assistance Coordination Support Intern will in particular (i) Support the mapping and planning of PMI technical support across ESA sovereign and NSO portfolios, (ii) Support the regional monitoring of PMI technical support functions and contributions to project outcomes, and (iii) provide overall assistance to the team of PMI technical specialists based in Nairobi. The specialists are for the topics rural institutions, rural finance, agronomy, value chains, livestock, water infrastructure, blue economy and remittances.

# - The Technical Assistance Coordination Support Intern will learn about the various technical topics of IFAD portfolio in the region, and also about coordination of technical support in a multi-country investment programme.

# Regional Farmer Forum Planning Support – ESA and WCA IFAD and Farmer Organizations Dialogue

# - Farmer organizations (FOs) are central partners in IFAD mandate, contributing to policy dialogue, project implementation, rural services targeting and delivery, and accountability. In East and Southern Africa and Western and Central Africa, during 2026, IFAD will support a Regional Farmer Forum process in collaboration with national farmer organizations, regional apex bodies such as EAFF, SACAU, ROPPA and PROPAC, and development partners. The Forum is an institutionalized mechanism by IFAD for continuous dialogue, capacity building, policy co-creation, and shared learning among farmer groups and their public/private sector counterparts.

# - The assignment includes preparations across IFAD projects, farmer organizations, and relevant partners to ensure that the Regional Farmer Forum will function as a meaningful platform for participatory engagement.

# - The assignment includes coordination of the logistics and communications during the Regional Farmer Forums to ensure effective and well-functioning Forum.

# - The Intern will learn about the farmer organizations networks and agriculture policy dialogue in Sub-Saharan Africa, and about organization of a UN-led international conference.

# EXPECTED DURATION OF ASSIGNMENT

* The expected duration of the assignment is 6 Months from 15 November 2025 to 15 May 2026. The starting date is flexible depending on the availability of the best identified candidate for the Internship.

# QUALIFICATION/EXPERIENCE

The successful candidate shall meet the following minimum criteria:

# EDUCATION

* Undergraduate degree on economics, development, agriculture, finance or another related field

# EXPERIENCE

* Work experience with independent responsibilities
* Work experience in any related field to international development, agriculture, NGO sector, economics, finance, or similar, is considered a benefit

# LANGUAGE

* Full fluency in written and spoken English is a requirement

# FUNCTIONAL COMPETENCIES

* Excellent competency in use of standard software packages including Word, Excel, Teams

# CORE COMPETENCIES

* Learning, sharing knowledge and innovating Level 1:

• Demonstrates willingness to learn, update skills and develop competence in own role

• Seeks learning through new challenges, career opportunities and new assignment

• Shares knowledge and learning willingly and proactively seeks to learn from the

experiences of others

* Team working level 1:

• Is fully aware of the team purpose, respects and understands individual and collective responsibilities

• Listens and responds positively to the contributions made by others and gives credit when due

• Respects and benefits from individual and cultural diversity

• Actively contributes to a productive and engaging working environment

• Accepts and supports team decisions and accepts joint accountability for results