

Job Title: Internship - Accountability to Affected Populations

WFP seeks candidates of the highest integrity and professionalism who share our humanitarian principles.

Selection of staff is made on a competitive basis, and we are committed to promoting diversity and gender balance.

DEADLINE FOR APPLICATIONS

From 17 September 2020 to 27 September 2020

CONTRACT TYPE & DURATION

Type of Contract: Internship

Duration: 6 months

ABOUT WFP

The United Nations World Food Programme is the world's largest humanitarian agency fighting hunger worldwide. The mission of WFP is to help the world **achieve Zero Hunger** in our lifetimes. Every day, WFP works worldwide to ensure that no child goes to bed hungry and that the poorest and most vulnerable, particularly women and children, can access the nutritious food they need.

BACKGROUND AND PURPOSE OF THE ASSIGNMENT:

Throughout 2018 and 2019, WFP Syria Country Office has considerably invested in improving the quality of its Programme activities, ensuring that corporate programme standards are met in the transition from a pure emergency operation towards an Interim Country Strategic Plan. Accountability to Affected Populations (AAP) is an area that has seen considerable improvement through the development and testing of a hotline-based Beneficiary Feedback Mechanism, intended to provide beneficiaries an opportunity to communicate complaints and raise questions about WFP programmes. Another area of AAP that requires additional investment is the communication from WFP to beneficiaries. This can entail general information about WFP programme objectives, entitlements, targeting criteria, processes, etc., as well as ad hoc information campaigns around changes operations (e.g. the retargeting exercise) or informative messaging (e.g. nutritional messaging). Under the supervision and guidance of the Community Engagement Officer and the overall supervision of the Gender and Protection Adviser, it will be the role of the AAP Intern to support the development of a beneficiary communication strategy. The Intern will also be expected to contribute to the analysis of data resulting from the Beneficiary Feedback mechanism and develop reports and simple visual materials. Around 75% of time will be dedicated to Accountability to Affected Populations.

In addition to supporting the AAP unit, the Intern will be required to support the Head of Programme in establishing a beneficiary reporting tool, through which the number of actually achieved beneficiaries per activity can be captured and visually represented. As needed, the Intern will be asked to support the development of programme presentations to be shared with internal and external audiences. About 25% of the time will be dedicated to beneficiary reporting and production of PowerPoints.

KEY ACCOUNTABILITIES (not all-inclusive)

AAP

- Under supervision and with support from the Community Engagement Officer, support the mapping exercise of partners' means of communication and existing communication strategies
- With guidance from activity managers, support the development of specific messages related to programme, e.g. on programme objectives; targeting criteria; processes for receiving assistance; entitlements; etc.
- With guidance from the AAP team, support the production of the Beneficiary Feedback Mechanism (BFM) related analysis
- Under close supervision of the AAP team, support the establishment of the BFM monitoring system

- Under overall supervision of the Head of Programme and in collaboration with activity managers, develop a tool which easily captures and visually represents actual beneficiaries reached per programme activity
- As required, support the development of power points and other visual materials
- Any other duties as required

STANDARD MINIMUM QUALIFICATIONS

- Education:** Enrolment in relevant degree (political science, communication, social sciences or similar)
- Experience:** Experience or background in Syria
Skills in basic data analysis; ability to produce visual materials; intermediate
- Knowledge & Skills:** knowledge of excel, word, power point (basic office package); team spirit; willingness to learn and to flexibility to adapt to changing requirements.
- Languages:** Fluency (level C) in English language; Fluency in Arabic (oral and written)

TERMS & CONDITIONS

- Please upload your professional CV in English in PDF format making
- **Candidates must get an auto confirmation email once application is submitted.**

HOW TO APPLY

[If the below link does not work by clicking on it, please copy and paste it in the browser address bar](https://career5.successfactors.eu/sfcareer/jobreqcareer?jobId=125684&company=C0000168410P)

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Female applicants are especially encouraged to apply

WFP has zero tolerance for discrimination and does not discriminate on the basis of HIV/AIDS status. No appointment under any kind of contract will be offered to members of the UN Advisory Committee on Administrative and Budgetary Questions (ACABQ), International Civil Service Commission (ICSC), FAO Finance Committee, WFP External Auditor, WFP Audit Committee, Joint Inspection Unit (JIU) and other similar bodies within the United Nations system with oversight responsibilities over WFP, both during their service and within three years of ceasing that service.