



FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS

Terms of Reference for Interns

Name:	
Job Title: Intern	
Division/Office: RAP, OCOP Secretariat	
Duty Station: Bangkok, Thailand	
Linkage to FAO's Four Betters:	Better Production
Start Date of Assignment: 1 July 2024	Duration and End Date: 31 December 2024
Report to, name of supervisor: Xuan Li	Title: Senior Policy Officer and Regional OCOP Coordinator

GENERAL DESCRIPTION OF TASK(S) AND OBJECTIVES TO BE ACHIEVED

Background:

The Global Action (GA) on Green Development of Special Agro-Products (SAPs), themed as “One Country One Priority Product” (OCOP) was launched in Sep 2021. It is developed with the focus on supporting the Members for the transformation to more efficient, inclusive, resilient, and sustainable agri-food systems through the green development of the SAPs. The OCOP includes four thematic areas covering the different value chain processes: i) green production, ii) green storage, iii) green processing, and iv) green marketing. Each thematic area includes a range of key elements with examples of associated green technologies and innovations, which Members can use as a comprehensive, but not exhaustive source of reference.

Building on the rich experience on SAPs development in the region, OCOP aims to 1) promote regional knowledge sharing on diversified SAPs and related SAPs innovation, and 2) support countries to develop and improve priority-product value chain, particularly for rural populations and smallholders. Sustainable and inclusive technologies and innovation throughout the process of production, post-harvest, processing, marketing and trade, and consumption of SAPs will be documented, demonstrated, and disseminated through local, regional, and international platforms. In addition, active multi-actors compilation, matchmaking and engagement of private sector will be blended with the strengthened public regulatory, policy, extension, and incentive services. The coordinated partnerships will be established to create synergy with other FAO regional priorities and overall SDG goals. Implementation of the OCOP will involve multi-disciplinary teams depending on country's needs in Asia and the Pacific.

Duties and Responsibilities:

Under the overall supervision of Dr Xuan Li, Senior Policy Officer and Regional OCOP coordinator, the intern will contribute to the implementation of OCOP initiative in Asia and Pacific, in particular the Regional Knowledge Platform on OCOP and OCOP country implementation.

The specific tasks and responsibilities includes:

1. Review existing literature and database on sustainable and inclusive innovation and best practices on SAPs development in terms of production, post-harvest management, processing, marketing and consumption;
2. Compile and consolidate information and data on key SAPs stakeholders in the region, including individuals and

institutions consulted;

3. Contribute to the meetings, exhibition and event organization under the OCOP initiative;
4. Contribute to multi-stakeholder consultation and partnership building for OCOP;
5. Contribute to communication materials development related to OCOP;
6. Draft meeting minutes, correspondences, PowerPoint presentation, notes, reports related to OCOP;
7. Other duties.

KEY PERFORMANCE INDICATORS

Expected Outputs:	Required Completion Date:
1. Information compilation on key SAPs stakeholders in the region;	July 2024
2. A narrative report on sustainable and inclusive innovation and best practices on SAPs;	Aug 2024
3. Contribute to regional knowledge products development on OCOP;	Sep 2024
4. Support in event organization and partnership building;	Oct 2024
5. Prepare draft meeting minutes, correspondences, PPTs, notes, reports, and communication materials;	Dec 2024
6. End of assignment report.	Dec 2024

REQUIRED COMPETENCIES

Minimum requirements:

- Advanced university degree in economics, agriculture, food security and nutrition, agriculture policies, food processing, trade, development, or other closely related fields.
- IT skills, with experience in handling database, presenting information visually
- Experience in writing and communication
- Experience in event organization
- Ability to work in multicultural environment
- Working knowledge of English is essential