

We are hiring a
Policy & Guarantee Intern
for students who are requested to do a “compulsory
internship

About us

Founded in 1972, IFOAM –Organics International works as an agent of change, advocating for true sustainability in agriculture, value chains, and consumption. We are an international non-profit organization with a membership base that spans around 100 countries, and promote a holistic approach to food systems based on the principles of health, ecology, fairness, and care.

The position

It's an exciting time to join our team! We are in transition and are looking to strengthen our organization by supporting the implementation of projects across different countries with the aim to promote organic agriculture and sustainable food systems. To this end we are looking for an Intern to join our Policy & Guarantee team of four persons.

Please note: We follow German Labor Regulations. Under these regulations candidates needs to be able to commit to working with us for six months and be able to present written **confirmation of their compulsory internship from the university.**

Responsibilities:**Within projects**

- Organizational and content-related support in day-to-day business
- Supporting the team in the preparation and implementation of national and international events
- Research and analysis as well as writing texts
- Review project reports to identify lessons learned, best practices and improve knowledge management
- Control of payments for the IFOAM Family of Standards.
- Continue the research on social criteria in organic standards and national legislations.

- Support with the preparation and implementation of Standard Committee meetings to discuss proposed changes to the IFOAM Standard during public consultations

Others

- Assist in the preparation of concept notes and project proposals
- Assist in the development of trainings for the IFOAM network on outreach and advocacy topics related to sustainability and food systems
- Support with preparation of meetings, events including taking minutes

Skills, Experience and Qualifications

- Currently enrolled as a student in the field of sustainable agriculture, sustainable food systems or related subjects
- Experience in organizing events is desirable
- Communicative, cooperative personality and enjoy working in a team
- Very good knowledge of **English** is a prerequisite, good knowledge of **French** is desirable
- Excellent MS Office skills (especially Word, Excel, PowerPoint, Outlook, MS Teams)

Our Offer

We offer you the opportunity to work within an exceptionally dedicated team, engaging in a fascinating area of work. IFOAM – Organics International provides a monthly compensation of €665, which includes a €315 contribution toward living expenses and accommodation valued at €350, for a duration of six months, **starting from April 2025**.

For this position remote work is possible, but applicants must be able to come to the office at least twice a week. They must be able to work on their own as well as part of a multi-cultural team, show good attention to detail and maintain the highest level of integrity.

How to apply?

Please submit your application by email in one single file (PDF) to jobs@ifoam.bio, no later than **midnight (German time), March 9th, 2025**, indicating in the subject line the title of the position you apply for. Your application must include a cover letter, your preferred starting date and your CV. Additional documents may be asked for at a later stage.