

INTERN POSITION ANNOUNCEMENT

CIMMYT is an internationally funded, not-for-profit organization that conducts research and training related to maize and wheat throughout the developing world. Drawing on strong science and effective partnerships, CIMMYT works to create, share, and use knowledge and technology to increase food security, improve the productivity and profitability of farming systems, and sustain natural resources.

CIMMYT is seeking a dynamic and innovative interns for development of content for Cereal Systems Knowledge Portal – a joint initiative of CIMMYT and International Rice Research Institute (IRRI).

The Integrated Cereal Systems Knowledge Portal (CSKP) will be a decentralized, practical “cereal encyclopedia” and dynamic, open knowledge sharing platform, focused on global public goods, notably knowledge with value across many countries. The CSKP will serve researchers and extension professionals supporting the development of food crops in diverse production systems in the developing world.

Job description:

Under the overall supervision of the Impact Targeting and Assessment Unit director and the direct technical supervision of the Knowledge Sharing and Capacity Building coordinator and in consultation with corporate communications staff and scientists, the incumbent will undertake the following tasks (see additional explanation below):

- Draft accurate and appropriate written and illustrated materials for the CSKP.
- Review existing materials and identify suitable topics for inclusion into CSKP.
- Check drafts as part of a formal peer review process with CIMMYT and other scientists.
- Finalize materials for inclusion in CSKP.

Material development includes fact sheets and learning materials on topics related to CIMMYT core research, learning modules and web pages (e.g. with information related to maize and wheat production in developing countries).

The principal tasks include original writing, review, copy editing, and proofreading. Additional responsibilities include attending meetings as needed to learn about and discuss subject matter, facilitating copy review by editor as needed, and enabling the quick smooth turnaround of materials. Traveling to CIMMYT regional offices may be required in some stage of the project.

Required qualifications and experience:

- Bachelor’s degree in biology/agriculture (agricultural journalism) or related field.
- Strong analytical, evaluative, and critical thinking skills.
- Ability to perform literature search, gather data, compile information, and prepare reports.
- Aptitude to exercise initiative and work independently (have a high level of self motivation).
- An excellent command of English.
- Strong interpersonal skills – as needed for managing drafts through the review process, discussing edits and building consensus, asking questions in the information-gathering phase, working in multidisciplinary and multicultural teams.
- Effective time management and organizational skills – with ability to plan, prioritize, balance multiple projects, and meet stringent deadlines.
- Capacity to work quickly but accurately when under pressure and be able to cope with repetitive work.

Intern will be posted at CIMMYT Mexico. Living costs, health insurance and traveling costs to/from Mexico will be covered by project. Expected length of stay is 5 – 6 months.

For more details contact Petr Kosina (p.kosina@cgiar.org) before July 28th 2006.

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