# Annex V Terms of Reference for Consultants and other persons hired by IFAD under a non-staff contract

**Consultant**  **Intern**  **Fellow**  **Conference Service**

Minimum number of years of relevant experience required (consultants only):

1yr  2yr  8yrs  12+yrs

|  |  |  |
| --- | --- | --- |
| **Full Name:** | **XXX** | |
| **Specialization:** | **Intern - Impact Assessment and other Research Activities** | |
| **Expected Start Date of Assignment:** | **XXX** | |
| **Expected End Date of Assignment:** | **XXX** | |
| **Total number of working days *(max. 240 in a 12-month period)*:** | **X months** | |
| **Division/Department:** | **RIA/SKD** | |
| **Location:** | **Rome, Italy** | |
| **Reports to (name and title):** | **XXX** | |
| **GENERAL DESCRIPTION OF TASK(S) AND OBJECTIVES TO BE ACHIEVED** | | | |
| **Expected Activities:** | | | |
| The Research and impact Assessment Division (RIA) is one of the three divisions in the Strategy and Knowledge Department (SKD) of the International Fund for Agricultural Development (IFAD). RIA’s mission is to generate evidence and insights to inform IFAD’s priorities for investments and policy reform to effectively promote inclusive and sustainable rural transformation. The Division focuses particularly on research, impact assessment, and in analysing and providing input on internal processes to ensure effective development. RIA’s workstream is being organized in three clusters: (1) Impact Assessment, (2) Agricultural Research for Development (AR4D), and (3) Data Use as part of the 50x2030 Initiative.  Under the guidance of XXX, the intern will support the activities required under **IFAD’s Impact Assessments and other research activities**, particularly of IFAD-supported projects and initiatives in XXX as well as other countries to be designated at a later date. The intern will provide inputs throughout all phases of the IA and research activities such as:   * + Survey questionnaire development using Survey Solutions   + Literature review   + Data cleaning and management   + Data analysis using Stata and/or PowerBI   + Preparation of technical reports and working papers co-authored with IFAD staff   + Support IA and research activities at the country level   + Support communications and knowledge management | | | |
| **KEY PERFORMANCE INDICATORS** | | | |
| **Expected Outputs (please include any travel if applicable):** | | **Required Completion Date:** | |
| * Survey questionnaire finalized * Literature review * Feedback provided to external service provider regarding collected data * Preliminary analysis conducted * Technical reports and working papers co-authored with IFAD staff produced * Country activities implemented * Knowledge products * Other outputs on ad hoc basis | | XXX  XXX  XXX  XXX  XXX  XXX  XXX | |