



Intern Vacancy Announcement

Title: Intern

Duration: 2.5 months

Stipend: \$1,200

Location: Remote

Hours: 10-12 hours per week

Application Deadline: 30 May 2025

Start Date: Summer 2025 (flexible, but preferably by 15 June 2025)

Working arrangements: Work will be remote based. Interns will be expected to use their own computer or laptop and have access to a reliable internet connection and basic office software. Working hours are primarily in the Pacific time zone, with flexibility required for meetings/events in other time zones. For applicants residing in the Seattle area, the option to attend periodic in-person meetings at GCNF headquarters in Seattle, WA is available.

Who we are: Global Child Nutrition Foundation (GCNF) is a 501(c)3 organization founded in 2006, based in Seattle, Washington. GCNF works to ensure governments and their partners have the knowledge, tools, and connections they need to increase coverage of high-quality school meal programs. Our flagship programs include:

- The Global Child Nutrition Forum: an international learning exchange and technical assistance conference focused on sustainable school feeding programs.
- The Global Survey of School Meal Programs®: a survey report providing the world's most comprehensive data on school feeding in over 160 countries.

GCNF is governed by a Board of Directors composed of domestic and international leaders in child nutrition and related fields that provide a global perspective and policy guidance. The small staff of GCNF is complemented by a global cadre of consultants, volunteers, and interns.

Orientation and supervision: The intern's orientation to GCNF and overall supervision will be provided by a senior member of the GCNF team.

Responsibilities Include: The intern will assist GCNF to study a specific aspect of international school meal programs and to produce material(s) for public use that deepens understanding of the issue studied. Results of GCNF's Global Survey of School Meal Programs® ([Global Report of School Meal Programs Around the World | GCNF](#)) will serve as a key resource for this work.

The intern will work with GCNF to:

- Select a study topic related to international school meals of mutual interest and importance to the intern and GCNF (options include but are not limited to: Global profile of school cooks, or



school food environments, or beverages used in school meal programs; links between school foods/food basket diversity and food procurement options; food safety and school meals).

- Thoroughly research the topic using GCNF Global Survey data and relevant related literature.
- Produce material(s) for public consumption on the selected topic in coordination with GCNF team (options include: a draft of an article for publication, a policy brief or special report, an infographic, a PowerPoint presentation, a series of at least 3 blogs, one or more articles for the GCNF newsletter).
- Material(s) of sufficient quality will be shared publicly (e.g., in a published article and/or on GCNF's website, in GCNF's newsletter, in presentations, and/or on social media) for use by the broader global school feeding community. Approved materials will also be shared with the Alice Wimpfheimer Nutrition Foundation (the funding sponsors of this internship), for further external dissemination.

Skills and Qualifications:

- Must be enrolled part or full-time in a degree-seeking program at the undergraduate or graduate level
- Excellent research skills
- Excellent written communication skills
- Experience using Microsoft Office Suite (Word, Excel, PowerPoint) and Google Suite
- Comfortable working in a fast-paced and often ambiguous environment
- Detail-oriented and organized
- Ability to meet deadlines
- Ability to work well in a collaborative group

Preferred Qualifications

- Working knowledge of nutrition and school meal programs
- Understanding of and interest in the United Nations Sustainable Development Goals
- Experience in a cross-cultural environment
- Experience writing peer-reviewed literature and blog articles
- Experience developing and designing Powerpoint presentations and infographic briefs
- Comfortable with design software such as Canva
- Working level skills in languages in addition to English are desirable (particularly Arabic, Chinese, French, Japanese, Portuguese, Russian, and Spanish)

To apply, please email a resume/CV, cover letter and a relevant work sample to info@gcnf.org with the subject line **"GCNF Internship Application"**. Visit gcnf.org for more information on our work.