

Internship Compliance & Contracting (32-36h)

Head Office, Arnhem – the Netherlands

About Agriterra

Agriterra is the world's leading not-for-profit agri-agency from-and-for agricultural cooperatives and farmer organisations. Our mission is to strengthen organised farmers in developing and emerging countries, given the importance of effectively organised farmers to sustainably address food security, economic development, climate adaptation and mitigation. We are financed and work via donor granted projects and programmes. These long-lasting strategic partnerships with a variety of donors are key for us in our day-today work. For more information, visit our website www.agriterra.org.

About the internship

Are you passionate about compliance and contracting, NGO governance and policies and business development? Do you have an interest in or affinity for the agri-food sector, along with enthusiasm for making a positive contribution to the world? Then we are looking for you! This internship is located in the Compliance department within Agriterra. Our Compliance Specialist is responsible for all Compliance & Contracting topics throughout the organisation, both in the Netherlands and in all foreign Agriterra's offices.

During the internship

- You will gain experience in a wide range of activities related to compliance for donor-funded projects, contracting national and international partners, and drafting and reviewing contracts. Additionally, you will familiarize yourself with NGO-related policies, principles, and processes within an international and dynamic organisation.
- You will work closely with our Compliance Specialist, providing support on various Compliance & Contracting topics, such as assessing various policies within Agriterra and assisting in the development of new and/or updated policies.
- You will actively participate in the Compliance & Contracting department, supporting the Compliance Specialist in daily tasks, interacting not only with colleagues at the head office, but also with colleagues in our 12 country offices.
- You will have the opportunity to fulfil your study assignments.

What do you offer?

- 3rd- or 4th-year HBO students in Business Administration, Public Administration, International Business, Law, or a similar field.
- Analytical, pragmatic, good communication skills, independent, and proficiency in both Dutch and English.
- Proactive. If you lack information or are unsure how to approach something, you independently conduct research.
- Eager to learn, driven to continually develop yourself, and strive to bring out the best in yourself.
- Detail-oriented and administratively strong.
- Flexible and open to various tasks, from larger projects to daily or ad-hoc tasks.
- Available for 32-36h per week (negotiable)

What do we offer?

- An interesting internship in the field of Compliance & Contracting within an international organisation that is constantly evolving, where compliance plays a crucial role. We can guarantee one thing: it's never boring here!
- The opportunity to apply what you've learned in your studies and learn a lot in a short period.
- Challenges, independence, and responsibility in various tasks you will perform.
- An ambitious organisation that has grown rapidly in a short time, currently undergoing professionalisation where you can contribute.
- Driven and knowledgeable colleagues.
- An informal work atmosphere characterised by open communication and short lines.
- A fair internship allowance.
- The possibility to work partially from home.

Interested?

Are you interested in internship, and you fit the profile? Apply with a cover letter and curriculum vitae by sending an e-mail to vacancy@agriterra.org to the attention of the Rosita Randazzo (HR Officer) and Amina Ndifi (Compliance Specialist).