



TERMS OF REFERENCE

Food Science Intern

Location: North Lebanon

Project Title: BOOSTLEB

Coordinates with: Project Coordinator

Duration: 20 days – between 19 December, 2024 and 31 January, 2025

Contact: careers@fairtradelebanon.org

SCOPE OF WORK

1. Summary

Fair Trade Lebanon (FTL) is looking for a Food Science student for an internship opportunity at one of its Small and Medium Enterprises (SMEs) beneficiaries in Koura Daher Al Ain, North Lebanon. The intern will be responsible for activities set in collaboration between FTL and the hosting entity both on sight and from home.

Below is a description of the SME in which the internship will be held:

“Sheghel Emeh has concentrated on the growth of the traditional Lebanese food sector and underlined its values and health benefits by delivering handcrafted Lebanese "Mouneh" in an innovative way, with the goal of enhancing food security. The passion and know-how of the team behind Sheghel Emeh is what makes our product stand out in the market. Our vision is to be the leading producer and supplier of healthy, delicious, and innovative Lebanese food for people of all ages around the world. Our objective, on the other hand, is to conserve Lebanese culinary traditions while also generating food fashion with innovative recipes and supporting in the creation of long-term support for small farmers.”

2. Objective

The project aims to enhance the operational efficiency and market performance of 20 Small and Medium Enterprises (SMEs) and 5 cooperatives across various sectors in North Lebanon and Akkar. It will entail delivering customized training, coaching sessions, and tailored services to enhance their business management capabilities and facilitate access to new markets.

3. Outcomes

The intern will be responsible for achieving the following outcomes however they are subject to change depending on the business' needs during the internship.

- Assist in the development of new food products, working with the R&D team to test and refine recipes for taste, texture, and safety.

- Conduct food quality testing and analysis to ensure products meet safety standards and regulatory compliance.
- Support in the evaluation of nutritional content for new or existing products, helping to label and market them accurately.
- Help monitor production processes to ensure consistency in quality and adherence to Good Manufacturing Practices (GMP).
- Contribute to food safety audits by gathering data and assisting in the documentation of safety protocols.
- Research food industry trends and emerging technologies to support product innovation and market competitiveness.

4. Deliverables

The intern will deliver the following:

- A weekly report outlining performed duties and signed by the person responsible for the host entity
- A final report outlining their tasks during the internship, lessons learned, and personal areas of improvement

5. Qualifications

- Bachelor's degree in food science and management, agriculture, or a related field. **(Current student or recent graduate).**
- Strong analytical and problem-solving skills.
- Fluent in both Arabic and English, with excellent communication and negotiation abilities.

6. Skills

- Basic knowledge of food safety and quality standards (e.g., HACCP, ISO, FDA regulations).
- Basic laboratory skills for conducting experiments and quality assessments.
- Analytical skills for evaluating nutritional content and food safety data.
- Attention to detail to ensure product quality and compliance.
- Communication skills to collaborate with R&D, production, and regulatory teams.
- Familiarity with food processing technologies and techniques.
- Willingness to learn about product development and food innovation

8. How to Apply

Applicants are requested to send the following documents to careers@fairtradelebanon.org:

- Cover letter
- CV, Personal ID and university ID of the applicant

The detailed work plan will be developed and agreed upon in coordination with the FTL team. Only selected candidates will be contacted.