



INTERNATIONAL ORGANIC ACCREDITATION SERVICE

A non-profit organisation
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Invite for applications as Virtual Intern with the IOAS January 2011 Closing date: February 20, 2012

The International Organic Accreditation Service is an independent, non-profit organisation that works on behalf of everybody involved in organic and sustainable agriculture to ensure trust and fair trade in products labelled as organic. Our main activity is to verify the competence of certification bodies active in the field of organic and sustainable agriculture. We work world-wide, focusing our work solely in this field and apply our unparalleled experience with commitment and enthusiasm. By 'cultivating integrity' we help to expand the area of land under organic and ecological management throughout the world - our contribution to a sustainable world.

Due to increasing demands for our services the IOAS invites applications for the position of Virtual Intern to assist us with improving our information and communication services to the organic community. We are offering a career development opportunity and the chance to work with one of the foremost organisations working internationally in the development of organic agriculture and related fields.

Applicants should have a real enthusiasm to communicate and have experience with web based and social networking tools. Previous experience in the organic sector or related environments is not essential but would be an advantage. Good English language skills are essential. The IOAS operates a virtual office system and the intern can work from anywhere in the world providing they have a good internet connection and is self-motivated to work without ever present supervision. As the position is intended as a training and career development opportunity the position is for 3 months with the following specific tasks as priorities:

- Update and rationalise the IOAS contact database;
- Assist with development and implementation of internal and external communication tools;
- Assist in redesign and upgrading of the IOAS web site;
- Maintenance and update of the IOAS organic standards database;
- Assist in maintenance of the IOAS quality system.

As the position is unpaid the selected person can work on a full time or part time basis but regular hours (and a minimum of 4 hours per day) are required.

Starting date: March 1, 2012. Application deadline: February 20, 2012

Please submit a CV and letter of application to crucefix@ioas.org

Please contact David Crucefix, Executive Director (Business) for more information on crucefix@ioas.org