

## **FAQs ON LAGOS FOOD BANK INTERNSHIP PROGRAM**

### **What is an internship?**

An internship is an on-site short term work experience for a limited period of time where successful candidates have the opportunity to gain experience in the sector as placements under different roles.

### **How do I apply?**

To apply click [here](#). Or visit our official website career page and choose one of the categories of job roles listed and go on to fill your correct details.

### **What are the office hours like?**

Interns are expected to work between the hours of 9am to 5pm from Mondays – Fridays. However, due to the line of our work, you may be required to come in on Saturdays/Sundays for outreach activities.

### **What positions are available to apply for?**

There are a variety of positions available on the [career page](#) of our website; forms should be filled according interest and collation and submission of duly filled application is done once every month.

### **Do I get a certificate after I have completed my Internship?**

An internship certificate duly signed under the hand of the President of the initiative will be given upon request at the end of the internship period.

### **What is the duration of the program?**

The internship programs offered by the organization has a duration of six months, however extension of internship can be offered by the organization if the intern hasn't met up to the satisfactory requirements for confirmation.

### **Do I need any experience to get accepted?**

Experience within scope of role applied for can enhance the prospective intern during selection process, but transferable skills is also important while applying. More so, depending on the positions being applied for, some skills and criteria relevant to the job need to be met. For e.g a nutritionist can apply for internships in our NUMEPLAN and NIDS program

### **Are there any holidays or leave during internships?**

Interns are allowed to have limited leave days in addition to all general public holidays.

### **Will I be hired after the internship?**

Depending on the ability of candidates to successfully carry out their duties during the internship period, candidates that fully satisfy the requirements of the Lagos Food Bank will be translated into full time staff.

### **What do I gain from an Internship at Lagos Food Bank?**

The internship offers various benefits that's dependent on the roles applied for, simulation of work life experiences, certificates after completion and a recommendation letter from the organization provided the intern provides satisfactory work and ethical standards.

### **Do I need to be at the office full time?**

Yes please! Interns are expected to show up to work physically on work days as stated in the communication shared with them from the Human Resources Team.

### **How do I know if my application is successful?**

You would be contacted via email for an interview, and if successful will be contacted with details on terms for resumption.

### **What will I actually do during the internship?**

The intern will be engaged in various aspects of the role applied for and is also expected to be proactive during the time of program.

### **Will I get paid during the internship?**

Yes, the Lagos Food Bank offers a stipend for transportation during the entire internship program.

### **When can I apply?**

There is no fixed date, as applications are welcomed for submission year-round.

### **How can I find out about the status of my application?**

Unless you hear from the Human Resources Team, we are unable to share details /feedback on the status of your application.

### **Is a CV enough for an application? What do I need for the application?**

All applicants are required to fill out the internship application form on the internship page and immediately send their CV to [hr@lagosfoodbank.org](mailto:hr@lagosfoodbank.org)

### **What is the procedure for cancelling or refusing the internship offer?**

After the 'Congratulatory' email, prospective intern will be given the option to accept or decline the offer before resumption.

### **What are my chances of employment at the Food Bank after the internship?**

Before or upon completion of the internship, if the intern has satisfactory performance the intern maybe offered with a permanent role.

### **Can I do a one-month internship?**

The minimum duration of an internship is six months. However, we consider students applying for one/two months internship as a requirement for their studies. This is usually backed up by an official letter from their respective schools clearly stating this request to our organization.

### **Will there be certificates after the internship?**

Yes, certificates will be given to intern who complete their internship period with the food bank. Interns who do not complete the month allocated or indulge in unsatisfactory behavior will not be given certificates.

### **What if my questions were not answered by this FAQ?**

Kindly send a detailed email with further inquiries to [hr@lagosfoodbank.org](mailto:hr@lagosfoodbank.org)