

Vacancy notice



Introduction

Cordaid is a Dutch, international non-governmental organization which combines 100 years of experience and expertise in emergency aid and structural poverty eradication. Cordaid believes in a world without poverty and exclusion. We strive for a just and sustainable society where every person counts. We stand for knowledge and talent sharing between North and South, between farmers and businesses, between activists and policymakers. Where poverty, conflict and exclusion tear up societies, we connect people and communities. We also stand for professionalism, expertise and solidarity across borders, to make a difference where it is most needed. Together with more than 600 partner organizations in Africa, Asia, the Middle East and Latin America we structurally improve the living conditions of the poorest and most excluded populations - the bottom billion.

Cordaid has been active in South Sudan for more than 20 years, with a strong focus on civil society capacity-building. Currently it has programs in the area of emergency response, DRR, health, food security, extractives, security & justice, women leadership and investments. Cordaid is active in seven States in South Sudan. Presently, Cordaid is expanding its program in different parts of the country. For that purpose additional technical capacity is required.

Therefore, Cordaid would like to recruit a Nutrition Officer as detailed below,

Position Title	Nutrition Officer
Duty station	Bentiu
Reporting to	Nutrition Manager

Purpose of this position:

The Nutrition Officer will support the Nutrition Manager in the implementation of the 'Integrated Management of Acute Malnutrition' (IMAM) projects in collaboration with partners. The program interventions are meant to contribute to South Sudan Ministry of Health effort in reducing malnutrition and promote child survival plan among children.

The Nutrition Officer will work closely with the County Health Department and Junior Nutrition staffs at the various Nutrition centres for the effective implementation and linkage of the IMAM program with the community and Public Health Care Centre.

Key Responsibilities and Accountabilities:

Oversight to community outreach and PHCC/U activities

1. Support the Nutrition Manager in ensuring that program activities carried out at HFs are coordinated and linked to outreach work as guided by the National protocol.
2. Engage in community outreach work and PHCC/U activities and as directed by the Nutrition Manager liaise and coordinate activities with partners including County Health Department, HF staff and other community based health worker in the catchment area.
3. Follow the set protocols and criteria for admissions and discharge of clients of the program and stand guided by the anthropometry measurements.
4. As directed by the Nutrition Manager stand in to work with CHD officials in developing community engagement strategies for program implementation including involvement of communities and local Authority leaders while ensuring they understand project objectives, their roles and commitment to the project
5. Work with MOH and other partners in organising and conducting Nutrition Surveillance, Assessments and Nutrition Surveys
6. Prepare and conduct trainings on nutrition for nutrition staff and beneficiaries. Ensure to promote health education and learning.
7. Facilitate learning and integration on best practices on food security and nutrition initiatives
8. Support and participate in the systematic delivery of Health, Hygiene and Nutrition education messages to the targeted programme beneficiaries and the entire community.

9. Promote improved nutrition, healthy behaviours and practices among targeted populations and make use of the BCC and other techniques
10. Submit beneficiaries feedback from partners and communities and take actions as required in collaboration with the Nutrition Manager
11. Ensure to include QA/QI innovative activities in the programme for quality delivery of the activities.
12. Develop innovative strategy for promotion of nutrition and prevention of malnutrition and share the same with the Nutrition Manager for consideration and implementation.

Program Administration

1. Attend to the administration activities of the program activities by taking part in strategic planning and day-to-day operational activities for program and ensure that resources required for program implementation are requested for and made available in a timely manner.
2. Submit the activity report which indicates the distribution and accountability of resources in the form of food and non-food items.
3. Support the Nutrition manager in providing day-to-day supervision oversight to program activities and assuring the quality of program implementation, making sure standards and guidelines for delivering are adhered to at all times.
4. Prepare the activity and work plans and indicate the development and progress and as directed by the Nutrition Manager, attend nutrition cluster meeting and forum and submit report.
5. Submit the warehouse management report and ensure commodities, suppliers and equipment are accounted for and documented accordingly
6. Manage the drugs stock levels of therapeutic and supplementary products, drugs and all other material and alert the logistics team in a timely manner for when it is time to replenish stock
7. Providing weekly and monthly overview of drugs, OTPs, TSFP materials and ration stocks supplied to beneficiaries

Program monitoring

1. Participate activity in the monitoring and collection data for analysis, evaluation and reporting. Ensure learning is captured and documented.
2. Train and supervise nutrition team on use of tools and their role in ensuring monitoring and data collection activities using the required indicators and tools. Ensure to give feedback on the activities and the data analysis to review programme progress and direction.
3. Conduct regular field visits to monitor the implementation of the project, document the necessary findings and follow-up on recommendation of previous filed visits
4. Compile and submit weekly and monthly and Quarterly reports for OTP/TSFP/IYCF/ screening and report on time to the nutrition manager and continuously provide updates.

Collaboration with Health & Nutrition staff in the County

1. Capture, document and ensure sharing with appropriate accountable managers and stored/filed accordingly.
2. Work closely and in liaison with Nutrition manager, nutrition program staff, and other relevant partners staff (community leaders, Ministry of Health (MoH, I/NGO) involved - in community outreach activities to ensure that project field activities adheres to overall program objectives
3. Ensure that program activities in area of responsibility (at both PHCC and field) are captured and documented appropriately and shared with relevant people.
4. Ensure proper documentation of achievements, lessons learnt, and best practise throughout the program implementation and management.
5. Ensure Cordaid visibility and re-presentation in the community and within the other programme actors and stakeholder. .
6. Undertake other general programme management duties as requested and directed by the Nutrition Manager

Qualifications, skills and competencies:

- Minimum Qualification required: Diploma in Nutrition or in related field.
- Preferred: Degree in Nutrition or in related field with at least 1 year field experience
- Experience: Minimum 3 years' experience with a minimum one year working experience directly relating to emergency health and nutrition



BUILDING FLOURISHING COMMUNITIES

- Has participated in programmes that include coordination of community based nutrition intervention preferably in emergencies such as IMAN
- Knowledge and practical experience of national therapeutic/supplemental feeding protocols/guidelines
- Knowledge and practical experience of Nutrition survey including methodologies and reporting
- Demonstrated skills in data verification, collection and analysis.
- Skilled in training delivery and has teamwork abilities
- Knowledge of international humanitarian benchmarks such as SPHERE Standards
- Field experience in community engagement and mobilization
- Proficiency in the use of Microsoft Office application and Internet

Further information and how to apply

Interested and qualifying applicants can submit their application letter including a CV in English, copies of birth certificate, National ID and qualification documents, both phone and email contact details of at least 4 professional references, including most recent/current employer/supervisor to the following email hr.southsudan@cordaid.org

Mention the vacancy reference number in subject line: - (e.g.CSS013-2017 Nutrition Officer)

Applications can also be hand dropped to Cordaid main office in juba located behind the Equatorial/UAP Tower, Just a few meters after the Strome Foundation at Bentiu Office to the attention of the Cordaid Program Manager at IOM Humanitarian Hub or Bentiu State Hospital Office

Deadline for submission is before the 31 May 2017 at 17:00hrs

Cordaid is an equal opportunities employer and women are strongly encouraged to apply.

Only short listed candidates will be contacted and please note that as this recruitment is for emergency deployment, short listing will be done on a rolling basis and if the ideal candidate is identified before the deadline dates, the recruitment process will be closed.

All applications submitted cannot be returned.