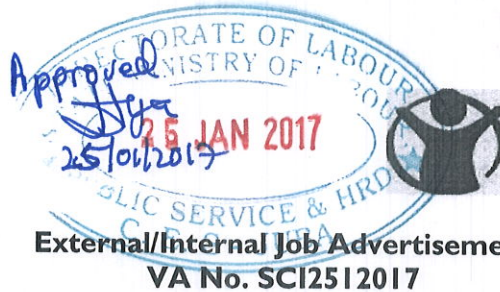


25<sup>th</sup> January 2017



**Save the Children**

**External/Internal Job Advertisement  
VA No. SCI2512017**

Save the Children is an international non-governmental organization that works for a future of children, their families and communities realize social equity and dignity; have access to their basic physical, emotional and development needs.

SCI is seeking to recruit:-

**Job Title:** Assistant Nutrition Survey Manager (1 post)  
**Location:** Juba.  
**Reports to:** Nutrition Survey Manager  
**Contract Period:** 6 Months

**JOB PURPOSE:**

The Assistant Nutrition Survey Manager will be responsible for designing, planning, conducting, analysing and reporting on SMART survey, NCA, rapid nutrition assessment, and coverage survey activities. This will be directly or with the counties Nutrition Project manager in areas where SCI is implementing Nutrition Activities. The role will be responsible in the direct supervision and data quality check of surveys on a daily base. This role will work with the Nutrition Information technical working group in the approval of proposals and validation of survey reports.

**KEY AREAS OF RESPONSIBILITY:**

**Undertake Nutrition Smart surveys directly with field work and finalization of survey reports in all target Counties SCI is Nutrition response:**

- The SMART surveys will be conducted in Lakes, Jonglei and Eastern Equatorial States for ongoing nutrition programming and any other areas prioritised by the Nutrition Cluster. (Akobo, Nyirol, Bor, Wulu and 3 Rumbeks and Other priority locations) as per funding availability.
- Collection of background and general information and contextual information relevant to the survey. The Survey PM is in-charge of the scientific quality of the Survey. S/he will organize for the Counties teams to access to books, reports, key informants interviews, local authorities, etc, according to the needs of the survey.
- Lead the survey team in data collection (following designed methodology), data entry, analysis and processing of information (ENA for SMART, SPSS, Epi Info, Ms Excel etc.).
- Produce survey analysis and reports and guaranty the quality of the final survey report, recommendations and the integrated collaboration with other SCI technical departments for contextual information.
- To write quality technical reports for external release – i.e. nutrition surveys, rapid assessments, and coverage survey, SCI training sessions and/or workshops.
- To disseminate findings among stakeholders, partners, SCI teams, etc.

**Effectively manage surveys, teams and internal coordination:**

- The assistant SMART survey Manager is required to be managing all aspects of the SMART survey from planning, logistics, budgeting, team recruitment, training, coordination with MoH and SCI concerned staff. He/she will also be responsible to manage the Field work, quality of the survey, analysis and the report writing to finalization.
- Management and Supervision of the survey/assessment teams including: induction, follow up, evaluation, and promotion of positive team dynamics and motivation.
- Collaboration with Nutrition TS ,Nutrition survey manager, Area managers, Nutrition Project Managers -Technical and Field Manager s and any other internal or external resource people in order to ensure the coherence of SCI activities and reports.
- Arrangement and Follow up of the logistics requirements of the surveys' team with the Logistics Department and relevant Field managers and Nutrition teams or Partners.
- Analysing the backup survey as and when required by the programs.

