

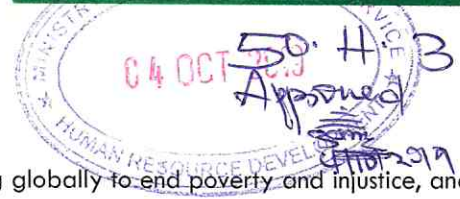
Job Advertisement

POSITION: Nutrition Project Manager

LOCATION: Twic East, Jonglei State South Sudan

STARTING DATE: ASAP

tearfund



Tearfund is a Christian international relief and development agency working globally to end poverty and injustice, and to restore dignity and hope in some of the world's poorest communities.

Our vision is to see all people freed from poverty, living transformed lives and reaching their God-given potential by:

- Envisioning churches to embrace their calling to address poverty and injustice
- Developing communities and building resilience, sustainably and holistically
- Changing unjust policies and practices to deliver justice for poor communities
- Enabling communities affected by disaster and conflict to recover quickly and be better equipped to face future hazards.

We are committed to developing experts who are inspired, resourceful, courageous, compassionate and equipped. If you are interested in working with us, take time to look around our website and discover more about our unique organisation.

Tearfund's South Sudan Programme is looking for a suitable **South Sudanese** candidate to fill in the position of **Nutrition Project Manager** to be based in **Twic East**.

PART 1 – JOB DESCRIPTION

1. JOB OVERVIEW

Responsible for the overall coordination, management and implementation of the Nutrition project activities in Twic East as delegated by the Area Coordinator. This is in addition to responsibility over the design, management, and implementation of a targeted feeding programme in a designated geographical area.

2. POSITION IN ORGANISATION

- Grade: A5
- May deputise for Grade A4.
- Reports to the Area Coordinator
- Direct Reports: Line manager of the Nutrition Project Team
- Liaises with Nutrition Advisor as far as technical line management is concerned
- Closely co-ordinates with DCD – Programmes

3. ORGANIZATIONAL REQUIREMENTS

- The post-holder will, at all times, carry out their responsibilities with the utmost respect for the protection of children in accordance with Tearfund's Child Protection Policy.
- The post-holder will be required to actively participate in the spiritual life of Tearfund in the following ways:
 - To model godly leadership in all aspects of character and conduct.
 - To lead or contribute in Christian worship, prayer, teaching and biblical reflections during collective staff prayer times and encourage staff to attend as is appropriate.
 - To be committed to and share in the outworking of Tearfund's Mission, Purpose, Values and Beliefs statement.
 - To actively work and live in accordance with Tearfund's Statement of Faith and Tearfund's Christian ethos.
 - To pursue and maintain a Christian faith through ongoing personal spiritual development and a relationship with God.
 - To provide support and spiritual encouragement to staff and colleagues, in line with biblical principles.
- The post-holder will be expected to behave in accordance with Tearfund's 'Code of Conduct' as referred to in the Personal Conduct Policy.

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100 Church Road
Teddington TW11 8QE
United Kingdom

Phone: +44(0)845 355 8858
Fax: +44(0)20 8943 3594
Email: enquiries@tearfund.org
www.tearfund.org

We are Christians passionate about the local church bringing justice and transforming lives - overcoming global poverty

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4. KEY RESPONSIBILITIES

4.1 PROJECT CYCLE MANAGEMENT

- Monitor the humanitarian situation in the project area, making detailed reports with recommendations to the management team regarding community needs, vulnerabilities / capacities and appropriate responses.
- Lead in the implementation of Tearfund's nutrition strategy in Twic East. Within agreed in-country programme strategy, assess and propose nutrition projects for consideration by the programme management team.
- Establish M&E activity and indicator tracking systems and train project staff on their use to ensure timely and quality project implementation and monitoring.
- Lead in submitting quality periodic reports (weekly, monthly, quarterly etc) to Tearfund and donors
- Collecting data against key nutrition indicators that can guide Tearfund advocacy and strategy development.
- Closely liaise with community leaders at Boma and Payam level to learn about needs and to encourage involvement in Tearfund nutrition and other programming.
- Capacity build staff, community leaders, volunteers in project implementation
- Supervise and undertake nutrition surveys, participatory needs / vulnerability & capacities assessments of affected communities.
- Work closely with local communities to foster coping strategies which seek to identify and address malnutrition.
- In collaboration with community representatives, undertake detailed analysis and design appropriate project interventions to meet identified needs and strengthen local capacities.
- Prepare detailed project proposal/concept paper submissions (including budgets) for multi / bilateral institutional and private funding.
- Manage and implement project interventions to achieve project outputs and objectives, including monitoring and mid-term reviews in accordance with Tearfund and donor requirements.
- Coordinate closely with other agencies and TF sector leads in order to create integrated programming, with particular reference to the integration of the Outpatient Therapeutic Programme (OTP) into existing health facilities.
- Ensure proper referral system is in place for management of SAM and MAM with complications.
- Coordinate with other nutrition actors in the County to avoid duplication and strengthen relationships to complement programs where necessary.
- Coordinate with Nutrition and other clusters in Jonglei state to foster learning and ensure multi cluster approach in soliciting resources and program implementation.
- Participate in project evaluations and assist in the analysis of results to assess project impact and effective use of resources.

4.2 CORPORATE POLICY AND COMPLIANCE

- Contribute towards promoting and adhering to Tearfund's Purpose, Basis of Faith, Core Values and Operating Principles
- Provide support and guidance to team members to ensure all activities are compliant with standard operating procedures
- Support the induction of nutrition staff, ensuring their familiarity with Tearfund's mandate, values, Quality Standards, policies and programme objectives and their individual responsibilities in upholding these standards and policies
- Contribute towards compliance with all host country legal, contractual and statutory requirements as delegated by the Area Coordinator

4.3 TEAM MANAGEMENT

- Lead and manage staff, encouraging effective team work and providing supervision, guidance and monitoring
- Develop the abilities of the facilities staff through training and mentoring support to enable them to take on more responsibilities as appropriate



- Ensure that staff understand their individual and collective responsibilities for safety and well being
- Conduct regular performance reviews and encourage the personal development of each individual (including personal development plans and identification of training needs)

4.4 EXTERNAL REPRESENTATION

- Attend relevant inter agency and cluster meetings at Country and State levels, represent Tearfund and coordinate closely with cluster heads in the area and other key stakeholders including other Nutrition partners so as to encourage learnings
- Build positive working relationships with local communities, Payams/County/State government officials, local churches, UN, NGO & donor representatives.
- Support coordination with Tearfund funded organisation(s) implementing nutrition to ensure integration and quality implementation and monitoring.
- Collaborate with Tearfund partner organisations in design and implementation of the nutrition programme by encouraging active engagement in strategy and implementation.
- Assist in developing collaborative programmes with other agencies and national partners in accordance with country strategy.
- Support external policy influencing (advocacy) activities with relevant district and regional government, inter-government and nongovernmental agencies (in consultation with field management).
- Keep informed of sector developments and key initiatives.
- Host occasional visits to project sites by interested personnel/donors.

4.5 FINANCIAL MANAGEMENT & ACCOUNTING

- Manage detailed project budgets in fulfilment of specified activities, outputs and objectives.
- Monitor project expenditure and assist in preparing and analysing project financial reports, understanding variances and taking corrective actions in consultation with the Area Coordinator.
- Ensure project monthly cash flow forecasts are prepared and forwarded to the Finance Manager.
- Ensure all project financial reports are prepared accurately and reporting schedules maintained in compliance with donor accounting and reporting requirements.
- In conjunction with the Finance officer and AC, ensure financial management is undertaken within standard financial systems and policies.

4.6 ADMINISTRATION / PROGRAMME SUPPORT

- Assist the Area Coordinator and Administrator in defining project accommodation / warehousing and equipment requirements for the project.
- Work with field management to ensure all aspects of project operations are compliant with host country legal, contractual and statutory requirements.
- Maintain an effective filing system for storing project documentation in accordance with Tearfund standard procedures.

PART 2 – PERSON SPECIFICATION

JOB TITLE: NUTRITION PROJECT MANAGER

	ESSENTIAL	DESIRABLE
QUALIFICATIONS	- Degree or equivalent in relevant sector (Nutrition or Health)	
EXPERIENCE	- Proven management experience - At least three years' substantial proven experience in: - o People management o Project implementation (with	- Working to SPHERE Standards, People in Aid and Red Cross Codes of Conduct. - Experience of leading and facilitating



	<p>specific reference to nutrition programming – OTP, TSFP, IFP, IYCF).</p> <ul style="list-style-type: none"> ○ Monitoring and Evaluation, developing key indicators ○ Report writing <p>- Proven experience in: -</p> <ul style="list-style-type: none"> ○ Strategic planning ○ Working to corporate systems, policies and practices ○ Experience of conducting nutrition surveys <p>Strong representation and negotiation skills and community facilitation.</p>	<p>prayer and Bible Study groups.</p> <ul style="list-style-type: none"> -Experience in Data management software's (SPSS, ENA, Excel data packages) -Knowledge of EPI INFO, LQAS, SMART Surveys and other methodologies
SKILLS/ ABILITIES	<ul style="list-style-type: none"> - Leadership skills - Analytical skills - Problem solving skills - Training skills - Excellent written and verbal communication skills especially in English - Ability to learn fast - Computer literate - Administrative skills - Ability to lead and facilitate team - Ability and commitment to apply biblical principles prayerfully within all aspects of the role 	<ul style="list-style-type: none"> - Ability to communicate confidently and comfortably about own personal faith -Knowledge of local language and Arabic added advantage
PERSONAL QUALITIES	<ul style="list-style-type: none"> - Committed to regular Christian fellowship with other Christians - Christian motivation in relation to injustice and serving those in need. - Emotionally & spiritually mature - Team player - Willingness to travel and live in basic conditions 	

How to Apply:

If you believe you are the candidate we are looking for, please submit your CV and cover letter **only in English** as well as **Tearfund application form**- which can be collected from the HR Department at Tearfund office in Twic East- detailing your experience for the post and include daytime telephone contact to francis.chol@tearfund.org & CC sabrina.derham@tearfund.org and feleke.asamo@tearfund.org

The subject matter of your email should be the title of the job you are applying for. The closing date is 23rd October 2019 at 5:00pm.

Note:

- Female candidates are strongly encouraged to apply
- Only short-listed applicants will be contacted for interviews.
- Applications once received are not returnable

