

Concern South Sudan is an international humanitarian NGO working in South Sudan since 1998. It is dedicated to the reduction of suffering and working towards the ultimate elimination of extreme poverty in the world's poorest countries through the provision of health & nutrition, shelter, WASH and livelihood activities in the three States of South Sudan

Concern South Sudan is looking for a suitable candidate to fill the position of **Nutrition Programme Manager** to be based in Juba.

Job Purpose

The Nutrition Programme Manager will lead the planning, implementation and management of the Health & nutrition programme in his/her area of operation, providing managerial and technical oversight to CMAM, MIYCN activities, Mother to Mother Support Groups, Male Change Agents. She/He will take the lead in proposal writing and donor reports as well as being responsible for representing Concern and coordinating with key stakeholders the nutrition programmes in the IDPs, county and state level. She/He will deputise the National Nutrition Technical coordinator and Partnership Focal Point.

Main Duties & Responsibilities:

Programme Management and Technical Supervision

- Lead the nutrition programme to achieve optimal health and nutrition seeking behaviour and increased coverage of the CMAM, MIYCN and SBCC programmes in accordance with national MOH and international guidelines.
- Ensure program supplies for SAM and MAM treatment are available and all other materials required for smooth monitoring of the sites
- Provide technical assistance and support to any nutrition and agriculture surveys i.e SMART, PDMs, Post-harvest assessments, SQUEAC and KAP and any assessments.
- Support technical trainings for CMAM, MIYCN, NIS, ECD and GMP to nutrition officer and assistants in line with South Sudan protocols and COVID -19 specific guidelines
- Support the vegetable gardening back yard projects with basic agronomic skills to staff
- Ensure the preparation of detailed implementation plan and work plans for the health and nutrition programme, in line with donor commitments and programme objectives.
- Prepare procurement plans for the purchase of materials and equipment for the nutrition team, in line with donor guidelines
- Manage the nutrition programme budgets, including preparing budgets, tracking expenditure against approved budgets and proactively addressing over or underspends.
- Ensure a strong monitoring system is in place and that programme data on key nutrition indicators, admission trends, including programme coverage, community participation, health and nutrition knowledge and practice, is regularly collected, analysed, reviewed and responded to on an ongoing basis, including through programme and country-wide reviews.
- Develop an M&E framework and work plan based on the country strategic nutrition plan with the program quality department.
- Ensure that best practices and international standards are applied to the nutrition programme activities as relevant esp. COVID -19 specific measures



- Provide technical solutions to nutrition related issues facing the population in the areas of operation and contribute to the sector wide development of standards.
- Adapt and improve the existing programme on an ongoing basis, based on careful review of monitoring and evaluation findings and discussion with the Nutrition Technical coordinator and Deputy Programme Director.
- Provide relevant inputs for the development of South Sudan's Country Strategic Plan and Annual Plans, as required.

Human Resources

- Manage the nutrition programme staff, ensuring that work plans are set and adhered to, identifying training and capacity building opportunities, and contributing to their capacity building and career development, including on-the-job training.
- Ensure that the nutrition team have up to date job descriptions, clear objectives, identify, and facilitate training when required.
- Ensure that each member of the team fully understands outcomes which are expected of them, by setting SMART objectives, and that they are aware of the success criteria relating to their work.
- Ensure that all staff are aware of and comply with Concern's policies and procedures.
- Monitor and review performance and hold staff accountable for meeting the success criteria; give corrective feedback where required and take decisive action in the case of poor performance.
- Support in the recruitment of additional staff as needed.
- Ensure that staff and contractors are compliant and fully understand their obligations when signing the program participant protection policy (P4) and where non-compliance is suspected, to inform a member of the SMT so that the appropriate action can be taken by the Country Director.

Reporting and Donor Compliance

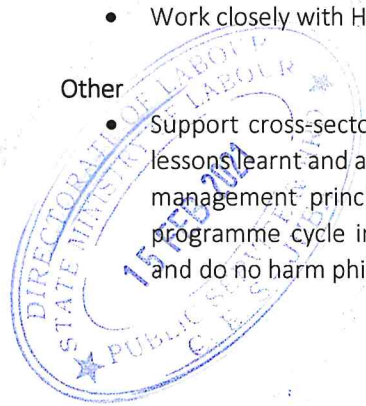
- In collaboration with the program quality department , develop nutrition programme proposals, budgets and concept notes as needed, particularly building on lessons learned from previous programme experience and contribute to multi-sectoral programme proposals.
- Prepare timely and high quality internal and donor reports for the nutrition programme, in line with donor requirements (narrative and financial);
- Prepare and share timely nutrition programme data as required by the Nutrition cluster.

Representation and Coordination

- Act as Concern's focal point for the Nutrition State Cluster, and Juba IDP cluster actively participating in the Nutrition State Cluster meetings, and other workshops and meetings.
- Share relevant information in a timely manner with all of Concern's health & nutrition programmes and remain up-to-date of key nutrition developments in South Sudan.
- Represent Concern with government departments, donors and communities in State and County levels, with the support from the Area Coordinator, as required.
- Attend MIYCN TWGS, NIWGS and National Nutrition Cluster meetings upon request
- Work closely with HQ health & nutrition team as and when required.

Other

- Support cross-sectoral periodic programme reviews in order to assess programme progress, capture lessons learnt and adapt programme strategies as necessary in accordance with Concern's results-based management principles. Ensure mainstreaming of cross cutting issues/approaches throughout the programme cycle including Gender, Protection, HIV and Aids, Rights Based Approach, Accountability and do no harm philosophy.



- Be the focal point to report on any Complaints or feedback, safe guarding issues for the department
- Be aware of, understand and comply with all of Concern's policies and procedures (P4, finance, logistics, HR, security management etc).
- Contribute to ongoing security management and planning as necessary.
- Actively participate in any emergency response if called upon to do so (within the existing programme area or in a new one).
- Undertake other related duties as may reasonably be assigned by the Country Director or the line manager.

Emergency response

Concern is committed to responding to emergencies efficiently and effectively in order to help affected people meet their basic needs, alleviate suffering and maintain their dignity. To this end, when emergencies strike and the South Sudan Programme is to respond, all staff are required to actively participate in the response, regardless of location and contribute to the efforts aimed at achieving the humanitarian objective of the organization.

Required Education Qualification and Experience

- Master in public health or Master in Nutrition from a recognized university
- Degree in Human Nutrition or Dietetics or nutrition post graduate qualification or public health/nursing qualification (with significant nutrition experience (5 years and above)
- At least 3 years in a supervisory level and management of program budgets
- At least 5 years' experience of implementing CMAM and MIYCN projects
- Experience of designing, implementing and analysing health & nutrition surveys.
- Experience in analysing and interpreting data and writing reports to a high technical standard.
- Experience in the supervision, training and mentoring of nutrition and health staff.
- Involvement in health & Nutrition policy development.
- Experience of conducting emergency assessments and participating in rapid response mechanisms.
- Familiarity with IT equipment, HF/VHF radios and security issues.
- Excellent command of oral and written English.
- Ability to prepare project related reports/ documents.
- Ability to live and work in an insecure environment and under tight deadlines and competing priorities

Competencies

- A team leader and team player with significant experience in team building with strong organisational, interpersonal and communications skills.
- Strong organisational, interpersonal, communications and networking skills. Good training, presentation and persuasions skills
- Good verbal and written communication and strong analytical skills.
- Good Clinical knowledge
- A good understanding of security context and its relevance to programme delivery & design.
- Understanding and sensitivity to cross cultural issues; ability to work and remain calm under pressure; good people development and motivation skills.
- Flexible, reliable and adaptable to changing environments and volatile security settings.
- Diplomatic - a commitment to working through systems of community participation and mobilization.
- Ability to take initiative, work independently with minimal supervision, and as part of a team
- Ability to take initiative and work with minimal supervision



Safeguarding at Concern: Code of Conduct and its Associated Policies

Concern has an organisational Code of Conduct (CCoC) with three Associated Policies; the Programme Participant Protection Policy (P4), the Child Safeguarding Policy and the Anti-Trafficking in Persons Policy. These have been developed to ensure the maximum protection of programme participants from exploitation, and to clarify the responsibilities of Concern staff, consultants, visitors to the programme and partner organisation, and the standards of behaviour expected of them. In this context, staff have a responsibility to the organisation to strive for, and maintain, the highest standards in the day-to-day conduct in their workplace in accordance with Concern's core values and mission. Any candidate offered a job with Concern Worldwide will be expected to sign the Concern Staff Code of Conduct and Associated Policies as an appendix to their contract of employment. By signing the Concern Code of Conduct, candidates acknowledge that they have understood the content of both the Concern Code of Conduct and the Associated Policies and agree to conduct themselves in accordance with the provisions of these policies. Additionally, Concern is committed to the safeguarding and protection of vulnerable adults and children in our work. We will do everything possible to ensure that only those who are suitable to work or volunteer with vulnerable adults and children are recruited by us for such roles. Subsequently, working or volunteering with Concern is subject to a range of vetting checks, including criminal background checking.

How to apply:

1. Interested Candidates are requested to submit their Applications, Updated CVs of not more than 4 pages and a copy of their nationality ID to: HR Department – Juba Office located at Tongping, Airport Road Opposite Ebony Bank , not later than Friday 05th March 2021 or email it to; vacancies.juba@concern.net
2. The position is open only to South Sudanese nationals only.
3. Only shortlisted candidates will be contacted and applications submitted will not be returned.
4. Please complete the summary profile form when submitting your application.
5. A detailed Job description will be provided to the successful candidate at the time of appointment.

CONCERN WORLDWIDE IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT CHARGE FOR ANY KIND OF RECRUITMENT. WOMEN ARE STRONGLY ENCOURAGED TO APPLY TO OUR ORGANIZATION. WE CELEBRATE DIVERSITY!

