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Adjacent to Finn Church Aid (FCA), next to  
Danish Church Aid (DCA)

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# CRADA

Restore Hope & Dignity. Alleviate Suffering

HEALTH & NUTRITION MANAGER

OPENING DATE: 19<sup>th</sup> Oct, 2021

Deadline: 05<sup>th</sup> Nov, 2021

## MAIN TASKS AND RESPONSIBILITIES

The Health & Nutrition Coordinator will be responsible for leading the nutrition managers and providing technical support and capacity building of the team to successfully plan, implement and monitor Christian Recovery and Development Agency (CRADA) nutrition program activities in the country program. The coordinator must have

the ability to organize and support all aspects of the nutrition program including liaising with the Ministry of Health, the health cluster, nutrition cluster, other international and national agencies, and donors.

The Health & Nutrition Coordinator will be responsible for ensuring that the health & nutrition programs in the country program are implemented in line with the Ministry's guidelines and international humanitarian standards and donor guidelines. He or she must be able to provide technical backstopping and conducting health & nutrition training, program development and proposal writing, reviewing program reports, surveys and monitoring and evaluation reports. Additionally, the Health & Nutrition Coordinator will work closely with the respective line management to provide input into proposal development and country level strategies as required.

## Key Activity Areas

### Program Implementation and Development

- Collaborate with the Program Director, Nutrition Managers and MEAL Coordinator to achieve program objectives and smooth implementation of the program.
- Ensure that CRADA implementation of the CMAM and IYCF activities conform to internationally accepted standards and country guidelines.
- Coordinate and follow-up on nutrition programs implementation to review progress towards objectives through organizing regular review meetings, update and experience sharing meeting among staffs.
- In collaboration with the team, identify existing project implementation gaps and new opportunities for nutrition and nutrition-related projects and lead on the concept note or proposal development while liaising with interested partners and stakeholders to ensure that proposed activities and programs align with best practice in the nutrition sector.
- Lead, plan and conduct nutritional assessments and surveys in existing and in potential new areas, following the nationally approved survey protocol, for program expansion and feed assessments results into proposals if needed.



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- Lead the development of a referral mechanism and communication strategies and train health & nutrition staff (CRADA, MOH, CHVs) in case detection and referrals between health facilities adapted to the local context.
- Support the health & nutrition managers and supervisors to ensure proper functioning of reporting systems data flow mechanisms for regular assessment, monitoring and evaluation of the program against its objectives and expected results. And conduct critical monitoring of all aspects of nutrition activities and identify areas of concern. Submit workable solutions for identified challenges
- Demonstrate understanding of multi-sectoral approach to malnutrition and ensuring that health & nutrition project beneficiaries are linked with other sector interventions and provide guidance to staff on the integration of a nutrition component into other sectors as appropriate such as food security, Health, WASH and disaster prevention and preparedness

### Capacity Building

- Assess the training needs of health & nutrition staff; develop a training program to meet these needs; conduct health & nutrition training for project health & nutrition staff and MOH counterparts implementing health & nutrition programs, focusing on all aspects of community-based management of acute malnutrition (CMAM) and IYCF with the support of the Health and Nutrition Supervisors
- Assist Health & Nutrition Manager to facilitate the development/adaptation of nutrition education training manuals and facilitator's guide based on existing national nutrition protocols and curricula including training follow-up
- Coordinate with other sectoral program managers with CRADA's program to ensure that other parts of the program are functioning in order to maximize nutrition intervention's impact
- Liaise with health & nutrition experts, and others to ensure that specialized support is available at the field/district/activity level to increase coverage and overall efficacy of the program

### Representation

- Actively participate and represent CRADA in health & nutrition sector coordination forums, discussions and activities, serve as CRADA health & nutrition resource person, and display technical and organizational leadership in sectoral activities.
- Create and maintain smooth relations and open collaboration with Government and local stakeholders and serve as the nutrition resource person
- Coordinate CRADA health & nutrition activities and across a wide range of actors including donors, host governments, UN and NGO partners to ensure consistency of programming.

### Program Finance, Logistics and Administration

- Prepare detailed work plan and budget plan for nutrition activities and ensure implementation of planned activities according to the work plan adhering to the budget according to CRADA standards and oversee program spending per budgets and pipelines
- Support and motivate program/logistics/administrative/finance staff in their work, by ensuring appropriate training, coaching and supervision by technical leads



- Manage staff recruitment and training, conduct performance monitoring in collaboration with HR and Nutrition Managers, ensure that standards and protocols are adhered to
- Ensure equitable allocation of human, material and financial resources
- Coordinate very closely with logistics in order to ensure that there is no break in nutrition program supplies.
- Organize and follow-up on all other procurements needed for the projects

Perform other duties as assigned. The duties and responsibilities listed in this document are representative of the nature and level of work assigned and not necessarily all inclusive

### **Team Spiritual Life**

- Reflect the values of CRADA with team members, local staff, beneficiaries, and external contacts.
- Work, live, and pray together in our Christian faith-based team settings. Fully contribute to the rich spiritual life of your team, including team devotions, prayers, and words of encouragement.

### **Qualifications**

- Degree in Health & Nutrition, Public health, clinical medicine.
- Strong working knowledge of Arabic and English (spoken and written).



### **Experience / Competencies**

- Typically, 5years of relative and progressive experience in health & Nutrition, including minimum 3 years in emergency response setting or 3years of experience in development humanitarian field.
- Proven experience in managing emergency health & nutrition programs including primary health care, CMAM, IYCF, SBC in multiple locations
- Experience in facilitation of trainings and workshops
- Experience in budget management, logistics and Human Resources management
- Experience in writing / developing project proposals and project reports
- Strong skills in technical proposal writing and donor reporting, designing and implementing nutrition programs
- Ability to provide technical support for CRADA staff and government staff on proper implementation of CMAM, IYCF, SBC and other nutrition activities.
- Familiarity with design and programming processes of different donors
- Knowledge in designing and implementing appropriate and effective holistic health & nutrition programs including ensuring that the nutrition program is integrated with food security, health and WASH programming where appropriate.
- Ability to read, analyze and interpret data and familiarity with nutrition surveys (Coverage, SMART and KAP surveys).
- Ability to work effectively with government, community leaders, international/national organizations, donors, partners and other CRADA relationships.



- Strong communication skills, able to effectively present information clearly and respond appropriately to questions from senior managers and headquarters staff, counterparts, senior government leaders and donors
- Strong supervisory and organizational skills
- Demonstrated experience and skills in ensuring community participation and gender issues in humanitarian programming
- Advanced proficiency in the use of MS Office, and other computer applications
- Ability to cope with stress; hardship; patience and flexibility and willingness to work additional hours in order to meet tight deadlines;
- Ability and willingness to travel to field sites and nutrition facilities

### Standard of Professional Conduct

- CRADA employees are required to abide by the values and principles outlined in the CRADA Code of Conduct which are Integrity, Service, and Accountability. In accordance with these values, CRADA operates and implements policies on Beneficiary Protection from Exploitation and Sexual Abuse, Child Safeguarding, Harassment-Free Workplace, Fiscal Integrity, Anti-Retaliation, Combating Trafficking in Persons. Diversity, Inclusion and Gender Equality
- CRADA acknowledges and honors the fundamental value and dignity of all individuals. We are an Equal Opportunity Employer and consider all applicants on the basis of merit without regard to race, sex, color, national origin, religion, sexual orientation, gender identity, age, marital status, veteran status or disability. CRADA is also committed to narrowing the gender gap in leadership positions. We offer benefits that provide an enabling environment for women to participate in our workforce including parental leave, gender-sensitive security protocols and other encouraging benefits. Terms and Conditions
- The successful candidate will be contracted for a period of 6 months, with the possibility of extension, depending on satisfactory performance and continued funding availability.

### How to Apply

All interested applicants are encouraged to apply via CRADA Human Resource Email [hr.crada@gmail.com](mailto:hr.crada@gmail.com), and copy to [crada\\_sudan2003@yahoo.co.uk](mailto:crada_sudan2003@yahoo.co.uk), and [gatdel.riek@crada.africa](mailto:gatdel.riek@crada.africa), or by hand delivery to CRADA offices in Tongpiny by sending resume and cover letter, not later than 05<sup>th</sup> Nov, 2021

CRADA is an Equal Opportunity Employer and values diversity in all areas of its operations. We welcome and encourage diverse applications. Female applicants are encouraged to apply.

***NB: with the nature of this position, applications selection, shortlisting and interviews are conducted as we receive application on first come basis***

