

VACANCY ANNOUNCEMENT

Action Against Hunger is a non-governmental organization whose aims and mission is to save lives by eliminating hunger, under-nutrition, particularly during and after emergency situations like disasters. Action Against Hunger focuses on nutrition, health and healthcare practices; food security and livelihoods (FSL); water, sanitation and hygiene (WASH) and advocacy.

Action Against Hunger USA is currently looking for a qualified **South Sudanese Nationals** to fill in the position of **Nutrition Officers - 01** position to be based in **Duk**

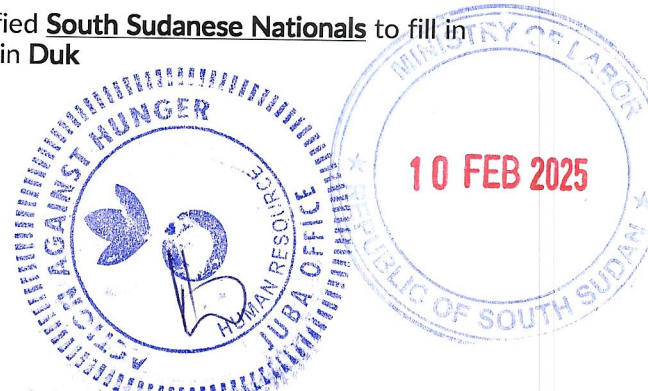
Position open date: **February 10, 2025**

Closing date: **February 27, 2025**

Expected Start date: **April 2025**

Contract Duration: **3 Months with possibility of extension**

Location: **Juba**



Action Against Hunger-USA is part of the Action Against Hunger International network, which provides humanitarian relief in over 40 countries worldwide in the sectors of nutrition, health, water/sanitation, and food security. Action Against Hunger-USA, an independent NGO, currently manages operations in seven countries: Kenya, South Sudan, Tanzania, Uganda, Ethiopia, Haiti and Somalia. Action Against Hunger-USA has approximately 1,500 staff based in the various country offices, Head Quarter in New York City and Operational Centre in Nairobi. Additional growth is anticipated.

I. SUMMARY OF POSITION

Under supervision and guidance of Nutrition Program Manager and Roving Nutrition Manager, the Nutrition Officer provides support in operationalization of nutrition programs in the Mission through technical support, build capacities of staff and liaise with the focal points at state level for efficient management and functioning of program/services on ground.

The Nutrition Officer role has the following purpose, engagement and delivery:

PURPOSE

Under the supervision of the Nutrition Program Manager, the Nutrition Officer will directly work with direct beneficiaries of ACF-USA South Sudan Mission through Provision of Nutrition Services and continuous monitoring of activities /intervention of ACF DUK. S/He will work in close coordination with the field staff of other ongoing ACF programs in the area.

ENGAGEMENT

- ❖ Ensures consistency/integrity of all transactions/processes with rules/procedures in Nutrition Department.
- ❖ Safeguards rules/process integrity through oversight/review of transactions/processes on an ongoing basis

DELIVERY

- ❖ The nutrition Officer will be expected to deliver the following: daily formats and data gathering, weekly contribution to project APR, Monthly field activity report, Post Distribution Monitoring and Distribution Reports and Prepare and submit Donor reports to the PM

II. ESSENTIAL JOB FUNCTIONS

Key to the role is to ensure quality and timely implementation of Nutrition interventions to ensure continuity of effective service delivery and save lives.

1. Ensure proper implementation of CMAM protocol according to national guidelines in OTP/TSFP sites and at community level.

While working with nutrition site team, the nutrition officer shall:

- ❖ Ensure all the steps of OTP / TSFP protocol are respected and clearly followed, including nutritional and medical assessment and appetite test.
- ❖ Ensure flow of patient is well-organized
- ❖ Ensure all children under 5 not enrolled in CMAM program are screened and MAM/SAM identified are referred/admitted
- ❖ Ensure admission and discharge criteria are respected
- ❖ Check that anthropometric measurements are correctly taken and correct them in case of anomalies
- ❖ Ensure proper identification and referral of children to nearest hospital
- ❖ Follow that systematic treatment is provided according to protocol
- ❖ Check that home visits are made according to protocol (for absent/defaulters children as well as children who don't gain / lose weight)
- ❖ Ensure that proper explanation are given to the mothers/caretakers according to their child's nutritional status and treatment
- ❖ Ensure monitoring Tools (registers / treatment and ration cards) are properly filled and update
- ❖ With CNVs:
 - ❖ Ensure screening/referral activity is conducted on a regular basis at community level by CNVs
 - ❖ Supervise quality of screening and ensure all children detected with SAM/MAM are duly referred for admission
 - ❖ Ensure proper linkage between OTP/TSFP sites and community, through OTP-TSFP Nurse Aid-CNWs - CNVs
 - ❖ Ensure home visits are performed for SAM/MAM children who require specific follow

2. Ensure implementation of minimum package linked with promotion of Nutrition and Health at OTP/TSFP sites and at community level.

With OTP-TSFP Nurse Aide, CNWs at OTP/TSFP sites:

- ❖ Ensure that key MIYCN messages on Nutrition and Health are provided at key points during OTP/TSFP days (waiting area, appetite test)
- ❖ In collaboration with the team, establish a planning of sensitization sessions/health talks at OTP/TSFP sites
- ❖ Ensure that sensitization sessions/health talks with small groups of mothers/caregivers on specific topics are organized according to the planning
- ❖ Ensure IEC material is available and used properly
- ❖ With CNV at community levels:
 - ❖ Ensure that key messages on Nutrition & Health are provided during screening and home visits activities
 - ❖ Check that IEC material is available and used properly
 - ❖ Ensure that the activities of Mother-to-Mother Support Groups (MtMSG), and Men Groups are implemented according to guidelines.
 - ❖ Oversee complementary nutrition activities such as kitchen demonstration gardens, Cooking demonstrations activity.

3. Supervise supply and stock management

- ❖ Monitor the centre stock: RUTF, RUSF, Drugs, soap and material to avoid supply gaps and anticipate supply shortage.



- ❖ Prepare timely supply orders with the team
 - ❖ Control consumption of Nutrition supplies and drugs (linked with number of BNFs)
 - ❖ Ensure stock movements are recorded in stock cards which should be properly filed per item in the store.
 - ❖ Prepare stock consumption reports, inventories, delivery notes and reception notes; train the team to do it when not available.
 - ❖ Check condition and organization of stores in each site.
 - ❖ Ensure that Expired or damaged supplies are sent back to the base and recorded accordingly
- 4. Supervise hygiene of premises and maintenance of equipment at OTP/TSFP sites**
- ❖ Conduct weekly inspections to verify facilities conditions
 - ❖ Ensure CNWs are aware of hygiene standards and that they are respected (availability of clean water, soap, cleanness of facilities...)
 - ❖ Check that equipment, especially anthropometric material, is in good quality
 - ❖ Write a report to the line manager in case of any material damage/loss
- 5. Reporting**
- ❖ Collate daily and weekly CMAM and MIYCN reports and ensure the facilitation and coordination of the report to the office.
 - ❖ Review and cross-check the submitted reports and provide feedback to the respective field site prior to handing over the report to the M&E/data clerk.
 - ❖ Compile weekly site reports for timely update to the cluster.
 - ❖ Compile monthly narrative reports and submit to program manager for timely reporting.

III. GENDER EQUALITY COMMITMENTS

- ❖ Foster an environment that supports values of women and men, and equal access to information.
- ❖ Provide a work environment where women and men must be evaluated and promoted based on their skills and performance
- ❖ Respect beneficiaries' women, men, boys and girls regardless of gender, sex orientation, disability, religion, race, color, ancestry, national origin, age or marital status
- ❖ Value and respect all cultures.
- ❖ Promote and uphold the PSEA policy and procedures.

IV. PHYSICAL DEMANDS

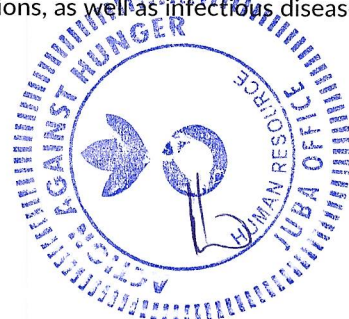
While performing the duties of this job, the employee is required to sit for long periods and to concentrate on work, including typing, and turn out heavy volumes of work accurately, within short time frames under stressful situations in the context of a moderately noisy office with many interruptions. Must be able to proofread own work accurately so that only minor corrections are needed on an infrequent basis.

To travel to the field, the employee must attest to a level of physical fitness capable of enduring physically difficult, highly stressful situations, which may include the necessity to walk long distances, to eat a limited diet and/or to reside in potentially uncomfortable housing or tents. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

V. WORKING CONDITIONS, TRAVEL AND ENVIRONMENT

The duties of the job require regular job attendance at least five days per week. Must be available to work outside normal office hours or on the weekends as required.

Must be able to travel as required for standard domestic and international business purposes. While performing the duties of this job in the field, the employee may be exposed to precarious settings under high security risks and/or very basic living conditions and outside weather conditions, as well as infectious diseases.



VI. REQUIRED QUALIFICATIONS

- ❖ Bachelor Degree in nutrition or diploma in clinical studies and/or nursing
- ❖ Minimum 3 years' experience of working in CMAM and MIYCN programs
- ❖ Experience in Capacity building of local staff

VII. REQUIRED SKILLS & EXPERIENCE

- ❖ Demonstrated knowledge in clinical field, diagnostics, and following of medical procedures.
- ❖ Sufficient knowledge of arithmetic to make anthropometric measurements and statistics.
- ❖ Knowledge of Duk County context & the common local languages.
- ❖ Good communication skills and ability to influence the community.
- ❖ Clear Understanding and recognition of medical concern/disease and complications and their treatment/management.
- ❖ Clear understanding of Team Work.
- ❖ Flexible personality and negotiation skills.
- ❖ Willing to work under high case-load of beneficiaries.
- ❖ Experience implementing integrated activities (Health, Nutrition, WASH.)

VIII. COMMITMENT TO ANTI-DISCRIMINATION AND PSEA

- We provide equal employment opportunities (EEO) to all employees and qualified applicants for employment without regard to race, color, religion, gender, ancestry, national origin, age, handicap, disability, marital status, or veteran status. The incumbent is required to carry out duties in accordance with Action Against Hunger Safeguarding policies (PSEA, Child Safeguarding, and Code of Conduct). Action Against Hunger-USA complies with all applicable laws governing non-discrimination in employment.

IX. SAFEGUARDING COMMITMENT

Action against Hunger has zero tolerance towards all forms of harm and abuse.

We take concerns and complaints relating to safeguarding issues involving our staff, partners and suppliers very seriously. **We will take action to vigorously investigate and manage any violations or alleged violations of this policy**

To apply, please! Send your **Cover letter, CV, & ID card as one Document** with three professional References to recruitment@ssd-actionagainsthunger.org specifying **Nutrition Officer:** as the title of your email, or hard copy Applications delivered to Action Against Hunger Office in Hai Cinema, near St James Parish or ACF Duk Office.

The deadline for applications is **February 27, 2025 at 5:00pm**. We do appreciate your interest to work with us; However, Only shortlisted Candidates will be contact.

We will only receive, accept and consider all applications submitted through referred channels above, any applications submitted other than channels stated here will not be accepted & considered.

"This Position is Open to South Sudanese Nationals Only"

"Qualified Female Candidates are encouraged to apply"

Note: this is a local Recruitment



Apply"

