



COMMUNITY ACTION ORGANIZATION

OFFICE ADDRESS: TONGPING, JUBA, CES REPUBLIC OF SOUTH SUDAN
E-mail: d.lam61@yahoo.com commaction.org@gmail.com

INTERNAL/EXTERNAL VACANCY ANNOUNCEMENT.

Position: Roving Nutrition Manager.

Location: Juba, South Sudan with up to 30% travel to the field

Reports to: Health and Nutrition Coordinator

Duration of Contract: 11 Months

Start date: As soon as possible

About Community Action Organization (CAO)

CAO is a nonprofit organization working to relieve poverty, ensure well-being and advance dignity. We specialize in fragile settings, responding to natural disasters, humanitarian crises and chronic poverty. CAO has been working in South Sudan since 2014 delivering integrated Health, WASH, and Nutrition, FSL and Protection projects. CAO combines humanitarian and development approaches to provide immediate services while laying the groundwork for long-term impact.

Position Summary

CAO is looking to for an experienced Nutrition and Health Manager to lead the implementation of CAOs multi-donor Nutrition and Health portfolio across Akobo, Fangak, Ayod,Pigi/Canal and Nasir counties, South Sudan. The roving Nutrition and Health Manager will lead all project implementation, developing work plans, spend down plans, HR and input into BVA meetings, providing technical support to enable quality and effective program implementation (including supervising activities, capacity building field teams, M&E, reporting), coordinate with key actors, set up and monitoring accountability mechanisms, facilitate learning within the project and build on best practices

The Nutrition and Health Manager will by leading the overall implementation of nutrition and health interventions which may include screening, treatment of severe acute malnutrition, moderate acute malnutrition, or provision of blanket supplementary feeding, conduct house to house visit for health education, do home referrals to the nearest health facility. S/he will provide supervision and training to local staff to allow them to implement quality programs. The Nutrition and Health Manager will also be in charge of writing reports, developing and ensuring good quality data collection, recording, analysis and storage, assist with ensuring adequate stocks, provide training to local staff as needed, and monitor overall nutrition and health situation in the area of intervention and observe for potential outbreaks.





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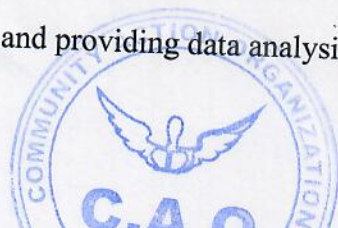
Responsibilities and Duties

Project Management (85%)

- Overall responsibility for the technical quality and standards of the CAOs roving Nutrition and Health program across all CAO operational areas, in line with budgets and work-plans, focusing on producing required deliverables.
- Overall responsibility for supervising and supporting timely and effective implementation of all Nutrition and Health project and activities, including achieving set indicator targets and objectives, and grant management.
- In coordination with the programs department, helps in developing project proposals for Nutrition and Health.
- Ensures the implementation of all BHI activities in the payams covered through scheduling meetings, constant coordination with the CHD, following activities workplan and frequent field support visits
- Ensure that the Nutrition and Health project aligns with all donor contractual obligations.
- Conduct field visits to monitor implementation and consult with key stakeholders and provide support to BHI coordinators to ensure timely and effective project implementation - determining gaps and needs and taking corrective measures within appropriate timelines.
- Ensures that the BHI workers are availed with all the kits and reporting tools required for effective operations in co-ordination with the BHI coordinator.
- Provides technical guidance to the BHI team and ensures all the national standard manuals and IEC materials are availed to the BHI workers and the supervisors.
- Conduct capacity building and/or mentoring activities for project staff. More specifically, mentor staff involved in the project both in Juba and in the field.
- Liaise with the Finance and Operations teams to ensure grants and programs align with forecasted expenditure.
- Ensure appropriate links are established amongst the nutrition and health project and other complimentary programs.
- Attend working groups meetings or workshops with other international agencies when relevant
- Represent CAO at Nutrition and Health Cluster and other external meetings with various stakeholders.

Monitoring and Reporting (10%)

- Take an active role in the monitoring of interventions; ensure the collation, analysis and sharing of data related to project activities and the overall context for the purpose of designing new interventions, and for donor advocacy and fund raising.
- Support field teams in ensuring that robust monitoring systems are in place and reviews are undertaken periodically.
- Lead on the development of project reports, including writing and providing data analysis for donor reporting and advocacy.





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- Ensures that data entered in DHIS2 are accurate and true representation of achievements.
- Where there are gaps, provide on job training to subordinates in data collection, analysis and reporting on DHIS2.

Organization Policy Compliance (5%).

- The successful candidate will be required to ensure that CAO policies like Child protection, Protection from sexual exploitation and harassment, Safeguarding and Code of conduct etc are all respected and upheld and in any case of violation it is duly reported through the established reporting channels.
- Participate in activities like trainings which creates awareness, encourage reporting and promotes respecting the above policies.

Qualifications & Requirements

This position demands a dynamic, passionate team player with a demonstrated ability to achieve results in demanding and often difficult environments.

- 2-years' experience in Nutrition and **preferably Health** project management in humanitarian or protracted conflict settings.
- Undergraduate Degree in **Public Health is preferred** but degree in Nutrition and Dietetics, Clinical Medicine, nursing etc with good experience will be considered.
- Demonstrable BHI implementation experience is an added advantage.
- 2-years' experience in relevant field supporting project teams on full project cycle technical needs (design, implementation, M&E, lessons learned)
- Demonstrable experience of budget management.
- Demonstrable experience of working and developing key project management tools including work plans, Log frames and Budgets.
- Demonstrable ability to manage multiple priorities, deadlines, tasks efficiently in a high-stress, fast-paced environment.
- Demonstrable experience of working in conflict/volatile security contexts.
- Understanding and demonstrated ability and experience of training others on international standards related gender and conflict sensitive programming.
- Speaking and writing fluency in English is required, Arabic or Nuer desirable.
- Excellent time management skills, resourcefulness, with strong attention to detail
- Ability to work virtually with team members.
- Excellent analytical and organizational skills.
- Ability to think critically and creatively.
- Proficiency in Microsoft Office packages including PowerPoint, Excel, Word etc.
- Excellent representation, presentation and communication skills.





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- Creating an empowering and motivating environment; building relationships internally and externally.
- Respecting and promoting individual and cultural differences.
- Previous experience of working in South Sudan is desirable.

How to Apply

If you are interested to be part of our dynamic team, exciting work environment and contribute to CAOs mission and vision, please forward your: CV (not more than 3 pages) and cover letter (not more than one page) directly to commaction.org@gmail.com or Hand deliver to CAO head office in **Hai Tijaria along Kokora road next to Mama Suzi Restaurant.**

Note: On the Subject Line, please clearly write the position you are applying for "**Roving Nutrition and Health Manager**". Your application could be automatically disqualified if you fail to do so. **Passionate and dedicated candidates who meet the requirement are strongly encouraged to apply, especially women.**

Deadline for applications

3rd November 2023 by **midnight**, only those applicants selected for an interview will be contacted.

Due to urgency of this position, applications received will be reviewed on as and when received and the position may be filled before closing date.

