



## VACANCY ANNOUNCEMENT- (External)

NO.MBN/2020/06/23/45-N

**Job Title:** Nutrition Officer 1 Post only  
**Location:** Maban county, Upper Nile state South Sudan  
**Duration:** 5 Months with possible extension depending on availability of Funding  
**Reports to:** Senior Nutrition Officer  
**Start Date:** ASAP  
**Eligibility:** South Sudanese National only

**About RI:** Relief International is a leading nonprofit organization working in 20 countries to relieve poverty, ensure well-being and advance dignity. We specialize in fragile settings, responding to natural disasters, humanitarian crises and chronic poverty. Relief International combines humanitarian and development approaches to provide immediate services while laying the groundwork for long-term impact. Our signature approach — which we call the RI Way—emphasizes local participation, an integration of services, strategic partnerships, and a focus on civic skills. In this way, we empower communities to find, design and implement the solutions that work best for them.

### Position Summary

The Nutrition Officer will support Maban Host Community program in provision of nutritional services TSFP/ OTP/ Outreach sites. This includes Monthly report collection, supportive supervision, and demonstration of right MUAC screening to Nutrition staff and training as well as management of CNVs including other volunteers. He also oversee the MIYCN activities including the Counselling to mothers and caregivers.

### Roles & Responsibilities:

- Conducting supportive supervision to nutrition activities in all Nutrition sites in Maban host community.
- Directing and informing nutrition Assistant and OTP nurses to do their work.
- Assist the OTP and TSFP staff during MUAC screening and monthly reporting
- Mentors and coach the nutrition staff on different nutrition reporting templates
- To ensure Volunteers activities are taking place in outreach sites like MUAC screening, referral of cases and defaulters with proper use of referral forms
- Advice Nutrition Assistant to submit timely monthly reports.
- Conduct CMAM / MIYCN and supply training with support from Senior Nutrition officer.
- To ensure that the supply are requested on time and accounted for by end of every month



- He/ she to ensure that there is use of stock cards in all nutrition store including in the main ware house at the facility.
- To ensure that there is monthly inventory of nutrition supply and share with senior Nutrition officer.
- Ensure all nutrition sites have proper waste disposal so that waste management areas are not filthy with waste from the facility.
- To ensure CNVs conduct home visits to counsel mothers and caregivers of children less than two years on MIYCN.
- Conduct meeting with Nutrition staff and answers issues related to work or report to field management what requires higher attention.
- To participate in planning and undertaking nutrition surveys, rapid assessments and campaigns respectively.
- Participate in providing updates on Covid-19 response on weekly or bi-weekly level
- Any other duties as assigned from time to time.

#### **Confidentiality**

- Ensuring the non-disclosure of any information whatsoever relating to the practices and business of RI acquired in the course of duty; to any other person or organization without authority, except in the normal execution of duty.
- Protect patient and beneficiary information.
- Required to cover for colleague in other duty stations as needed.

#### **Policy compliance – Mandatory Reporting Policy (MRP):**

- Ensure any violations of the RI Sexual Abuse and Exploitation Code of Conduct are reported to the Program Manager. The reporting of violations is an obligation on the part of all staff members.
- Assist where necessary in undertaking activities that aim to prevent the occurrence of sexual abuse and exploitation of beneficiaries by RI and other humanitarian workers

#### **Note:**

- The role of the MMU Clinician cannot be limited to the specific duties and tasks detailed herein. The success of the RI's humanitarian mission is the highest priority and all issues which arise must be addressed accordingly. Therefore, the midwife will be required to support in unforeseen issues and circumstances and remain flexible to perform other duties, as and when required by supervisor.

#### **Qualification and Minimum Requirements:**

- Diploma in health related field or Certificate in Nursing or Nutritionist
- A minimum of 2 years' experience in nutrition work
- Demonstrates a systematic and efficient approach to nutrition work.
- Works collaboratively with team members to achieve results.
- Relates and works well with people of different cultures, gender and backgrounds.
- Should be able to plan his/her own work on daily/weekly/monthly bases
- Should be able to submit nutrition reports independently and on time.
- Ability to work with minimal supervision.
- Good computer skills for data entry
- Good reporting skills.



**General Condition:**

- Applicant must not be person who has bad record or has been convicted of Sexual Exploitation and Abuse (PSEA), Sexual Harassment and Child abuse cases.

**We would like to share Relief International's values with you:**

We uphold the Humanitarian Principles: humanity, neutrality, impartiality, and operational independence. We affirmatively engage the most vulnerable communities. We value:

- Inclusiveness
- Transparency and Accountability
- Agility and Innovation
- Collaboration
- Sustainability

**APPLICATION SUBMISSION CRITERIA**

Interested persons should submit their application (Cover letter, copies of academic documents and nationality ID card/ Passport) in one of the following way;

Send your application via Email to: [recruitments@ri.org](mailto:recruitments@ri.org) to the attention of HR Manager

**Or submit hard copy update CV and cover letter including copies of academic certificate to RI office in Batil or Doro, Maban County. Juba Application should be strictly submitted through email above**

All applicants will be required to register their names and the position they applied for when submitting the applications at the reception.

- 1) Because these position is urgently needed to be fill, short listing shall be conducted before the deadline/as applications are being receive

**Deadline: 7<sup>th</sup> July 2020 at 5 pm.**

- Female are highly encourage to apply
- And only shortlisted applicants will be contacted

