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Approved by  
2021

## VACANCY ANNOUNCEMENT

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 9 countries: Kenya, South Sudan, Nigeria, Pakistan, Cambodia, Tanzania, Uganda, Somalia, Haiti. Action Against Hunger-USA has over \$110 million in programs, and approximately 2000 staff based in the various country offices and the three Head Quarter Locations of New York City, Washington D.C and Nairobi. Additional growth is anticipated.

Action Against Hunger USA is currently looking for a qualified **South Sudanese National** to fill the vacant position of **Deputy CMAM Research Manager -01 position, Rovng between Malualkon, NBeG State and Alek, Warrap State**

Position open date: **November 23 2021,**

Closing date: **Dec 07, 2021**

Expected Start date: **Jan 3 2022**

Contract Duration: **10 Months**

Location: **Rovng between Malualkon, NBeG State and Alek, Warrap State**

### **PURPOSE AND SUMMARY OF THE POSITION**

Under supervision and guidance of the Nutrition Heads of Department, the Field Coordinators and the Nutrition Research Specialist, the Deputy CMAM Research Manager will provide support in the operationalization of programs and projects through technical support, building capacities of staff and liaising with focal points at state level for efficient management and functioning of program/services on the ground.

The Deputy CMAM Research Manager position is charged with implementing and overseeing Action Against Hunger South Sudan's upcoming "*Impacts of COVID-19 on Child Nutrition Programming in South Sudan*" study in Northern Bahr el'Ghazal and Warrap.

### **TASK & RESPONSIBILITIES**

1. **Oversee all data collected.**
  - a. Coordinate closely with the Nutrition Head of Department and the CDC's research focal point by participating in regular calls to communicate progress in recruitment, enrollment, and completion of data collection, as well as submitting weekly reports regarding data collection, data entry and other study activities.
  - b. Support the management of the project's budget through the passing of timely orders, the preparation of monthly forecasts and the monitoring of expenditures.
  - c. Identify and monitor risks, constraints or escalating issues, and inform appropriate staff accordingly
  - d. Develop and submit a monthly work plan and update on a monthly basis

- e. Organize and conduct regular monitoring and evaluation
2. **Manage CMAM Research Officers and corresponding data collection staff.**
    - a. Oversee proper informed consent process implemented by data collection staff
    - b. Ensure quality of data collection and fidelity of study protocol implementation
    - c. Work closely with CMAM Research Officers to ensure smooth identification and enrollment of participants into the study.
    - d. Track enrollment progression of all children enrolled into the study.
    - e. Conduct regular meetings with data collection staff and provide supportive supervision as needed
    - f. Frequently visit clinics to monitor activities and to ensure study protocols are implemented correctly.
    - g. Conduct staff appraisals for the CMAM Research Officers.
  3. **Oversee and manage all logistics associated with the study.**
    - a. Oversee the distribution of study supplies to participating staff and clinics.
    - b. Regularly coordinate with in-country logistics team to ensure smooth and timely delivery of supplies to appropriate locations.
    - c. Coordinate movement plans according to the needs of the study and data collection
  4. **Keep track of all data in country.**
    - a. Closely track participant's completion of CMAM treatment and manage CMAM Research Officers to provide close support and supervision of data collectors.
    - b. Oversee the administration of surveys and entry of data by Officers and data collectors to ensure accuracy in data
    - c. Perform regular and frequent data checks and follow-up closely on issues that are raised.

#### **GENDER EQUALITY COMMITMENTS**

- ❖ Lead in collaboration with program managers on programs/ projects implementation in the project base and sites maintain Gender Minimum Standards (GMS) as stipulated by AAH Network.
- ❖ 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.

#### **DELIVERY**

The Deputy CMAM Research Manager will support in overseeing the quality implementation of Action Against Hunger's new study through budget monitoring, quality reporting to Action Against Hunger in line with internal rules and regulations, funding regulations and Action Against Hunger Charter of Principles and Core Values.

| POSITION REQUIREMENTS  |   |
|--|---|
| <b>QUALIFICATION</b> <ul style="list-style-type: none"> <li>• Bachelor's degree in Public Health and/or Nutrition.</li> <li>• At least 3 years of experience in CMAM programming.</li> <li>• At least 2 years of experience in research/assessments/overseeing data collection.</li> </ul> |   |
| <b>SKILLS &amp; EXPERIENCE</b>   |   |
| <b>ESSENTIAL</b>   | <ul style="list-style-type: none"> <li>• Flexible attitude with experience in relief or development settings</li> <li>• Good reporting skills</li> <li>• Responsible, professional and organized</li> <li>• Strong initiative, supervision ability and team oriented</li> <li>• Good management and representation competencies</li> <li>• Ability to analyse data and produce quality graphs and reports.</li> <li>• Experience with ACF-USA or other international/national organization engaged in nutrition activities is highly desirable</li> </ul> |
| <b>PREFERRED</b>   | <p><i>Functional Competencies (required)</i></p> <ul style="list-style-type: none"> <li>❖ Candidates must have a strong understanding &amp; experience of Humanitarian Principles.</li> <li>❖ Conflict management and effective mediation skills.</li> <li>❖ Previous experience with Action Against Hunger is an added advantage.</li> </ul>   |

To apply, please! Send your cover letter and CV with three professional References to [recruitment@ssd-actionagainsthunger.org](mailto:recruitment@ssd-actionagainsthunger.org) specifying **Deputy CMAM Research Manager**; as the tittle of your email.

Hand Deliver the Hard Copy of your Applications to our Field Offices in Aweil Town or Aweil East Maluakon filed Office, you can also drop your Application in our Warrap Field Office Located in Alek.

The deadline for applications is **Tuesday December 07, 2021** by or before **4:00PM CAT** we do appreciate your interest to work with us; However, Only shortlisted Candidates will be contact.

***"This Position is Open to South Sudanese Nationals Only and priority will be given to the Residence of the Duty Station"***

***"Qualified Female Candidates are encouraged to apply"***

***"Applications sent after the Deadline shall not be considered"***

Approved by Labour Office

