



South Sudan Mission

VACANCY ANNOUNCEMENT



Action Against Hunger is a non-governmental organization that aims to provide solutions to hunger. Our mission is to save lives by eliminating hunger through the prevention, detection and treatment of under-nutrition, particularly during and after emergency situations linked to conflicts or natural disasters. Action Against Hunger focuses on nutrition, health and healthcare practices, food security and livelihoods; water, sanitation and hygiene and advocacy

Action against Hunger USA is currently looking for a highly motivated and committed candidate to fill in the position of **Deputy Nutrition Program Manager. (1 Position)**

Position open date: 12 February 2021

Closeting date: 26th February 2021

Starting date: ASAP

Duty Station: NBEG

| Objective 1 | Objective 1: Manage the implementation of nutrition programmes at field |
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| Tasks & responsibilities | <p>The Deputy Program Manager will be responsible for the planning and implementation of nutrition programmes at field level. As such he/she be responsible to:</p> <ul style="list-style-type: none">▪ Ensure that work-plans are in place and are realistic;▪ Based on the Scheme of Delegation, initiate purchase requests that fall into their authorization limit, ensuring they are in line with spending plans▪ Identify any significant delays and disruptions to grants and inform Field Nutrition Expert▪ Ensure that technical feedback received from Field Nutrition Expert is integrated into work-plans and implemented.▪ Lead the nutrition program in the absence of the Nutrition Manager▪ Develop and submit the work plan and update on monthly basis;▪ Identify gaps/needs on program activities and training and implement accordingly;▪ Make close follow-up on program implementation and track the quality indicators;▪ Organize and conduct regular monitoring & evaluation;▪ Keep an updated register of the staff complaints, absences, overtime and quality of work;▪ Identify needs, organize and conduct training courses;▪ Organize monthly or need based meetings with the team and report the outcome;▪ Supervise the daily and monthly reports of the team and compile; |

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| Objective 2 | Objective 2: Ensure the quality of nutrition programmes at field level The Deputy Programme Manager is responsible for ensuring that quality standards for nutrition activities are adhered to. As such, he/she will: |
| Tasks & responsibilities | <ul style="list-style-type: none"> ▪ Oversee the treatment of Moderate and Severe Acute Malnutrition according to CMAM guidelines and SPHERE standards ▪ Monitor the nutritional follow-up at nutrition sites; ▪ Monitor the medical Follow up inside the Stabilization Centre during the medical consultation and in cases that need transferring to hospital; ▪ Reinforce referral systems and collaboration with INGO Partners in the area and the MoH ▪ Compile, organize and maintain accurate record of beneficiaries referred to the OTP/SFP sites documenting all the essential information in a hard-copy according to the standard OTP/SFP recording format. |
| Objective 3 | Facilitate the functioning of the nutrition supply chain through timely requests and alerts |
| Tasks & responsibilities | The Deputy Program Manager needs to ensure that there are adequate nutrition supplies to ensure the functioning of nutrition activities : <ul style="list-style-type: none"> ▪ Conduct weekly controls with nutrition officers and data and supply chain officer to understand the quantity of nutrition supplies that are stored at the field base ▪ With the officers and data supply officer monitor the consumption of nutrition supplies at field sites to ensure that accurate information on the quantity of supplies is available on a weekly basis. ▪ Work with data officer to produce an integrated stock report on a weekly basis detailing all the nutrition stocks held in all sites (including the field base) in the operational area |
| Objective 4 | Manage the nutrition team and draft donor reports and ensure monthly nutrition reporting |
| Tasks & responsibilities | The Deputy Program Manager will be responsible for the nutrition team in the field <ul style="list-style-type: none"> ▪ Ensure that the structure of the nutrition team is suitable for the delivery of nutrition activities; ▪ Liase with Field Nutrition Expert to ensure that during proposals nutrition staff are budgeted in an appropriate way to ensure the delivery of activities ▪ Ensure that annual performance reviews are conducted for all staff in the nutrition team ▪ Raise with the Field Nutrition Expert any concerns or reports relating to staff behavior. |

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

INTERNAL & EXTERNAL RELATIONSHIPS

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|-----------------|---|
| INTERNAL | <ul style="list-style-type: none"> Deputy Nutrition Program Manager: Direct supervision of Field Nutrition Expert. Field Nutrition Expert: Hierarchical relationship – coordination - exchange of information. Other Programme field staffs (WASH & FSL): exchange of information and coordination (integrated approach) |
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External

- Local community leaders: exchange of information, & collaboration of activities.
- Local government medical authorities: exchange of information, and coordination.
- Field & Hospital staffs of international aid organisations and MoH: exchange of information and collaboration.

REPORTING RESPONSIBILITIES

- Monthly databases and narrative reports
- Donor reports
- Cluster reports
- UNICEF/WFP monthly stock reports
- Weekly quantitative reports
- Inputs for weekly SitRep

POSITION REQUIREMENTS

QUALIFICATION

- Bachelor Degree In Human Nutrition/Public Health
- Minimum Two years' experience of working in CMAM program
- Experience in Capacity building of local staff
- Health/Nutrition related certificate

SKILLS & EXPRIENCE

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| ESSENTIAL | <ul style="list-style-type: none">▪ Good experience in managing a nutrition project▪ Knowledge of the local context & can easily communicate in local language▪ Good communication skills and ability to influence the community.▪ Basic knowledge on program and budget management |
| PREFERRED | <ul style="list-style-type: none">▪ Clear understanding of Team Work.▪ Flexible personality and negotiation skills.▪ Willing to work under high case-load of beneficiaries.▪ Experience with ACF-USA nutrition activities |

To apply, send your application with CV, Cover letter and three professional references to only to. Action Against Hunger, Maluakon Compound or through this email recruitment-mln@ssd-actionagainsthunger.org specifying "Deputy Nutrition Program Manager" in the title of your application letter.

The deadline for receiving application is Friday 26th February 2021.

NB: this is subject to donor funding.

Approved by *[Signature]*

