

50-H-3
 Approved by Senior Inspector,
 MoL/RSS/IT
 01/11/2022



CARE South Sudan

CARE South Sudan is an International NGO working in South Sudan. CARE and its partners work with vulnerable communities to address the underlying causes of poverty and promote peace and development, through its strategic goal to reduce poverty by empowering women, enhancing access to resources and services, and improving governance.

Position:	Nutrition Officer
Department:	Program
Location:	Mankien/Mayom
Reports to:	Nutrition Manager
Provides supervision to:	Community Nutrition Worker, and Outreach Staff

Purpose of the position:

The role of the Nutrition Officer is responsible for the operational component of the 'Community Management of Acute Malnutrition' (CMAM) and MIYCN projects in collaboration with partners. Program interventions are meant to contribute to South Sudan Ministry of Health effort in reducing malnutrition among children and providing strategic support in designing the country Child Survival Plan for a more robust action in the future. Therefore, Nutrition Project Officer will work closely with the County Health Department for the effective implementation and linkage of the CMAM/MIYCN program with the community and Public Health Care Centre. She/he is also expected to provide technical support to the nutrition team; and will provide oversight to the work of the Nutrition Supervisor, Community Nutrition Worker and Community Nutrition Outreach Workers thereby building a strong CMAM/MIYCN implementation package

Major Responsibilities: (please define in output format – 1-10 things of what you expect to see as a result of this position)

Providing oversight to community outreach work and the Public Health Care Centre activities
 To provide oversight for outreach work and support the work of staff including, Nutrition Supervisor, Community Nutrition Workers (CNW) and Community Outreach Worker (COWs); ensuring that program activities carried out at PHCC are coordinated and linked to outreach work; and staff supported thereby enabling them carry out their jobs in an efficient and effect manner; making sure that the program is implemented according to National protocol. Including but not limited to:



- Creating linkages between community outreach work and Public Health Care Centres activities; and liaising with partners including County Health Department, Public Health Centre staff and other community health staff in catchment area on project activities.
- Ensuring that applications for admission and discharge follows protocols criteria set out; and closely monitor and strictly follow anthropometry measurement activities
- Leading the coordination of field activities with County Health Department and Communities; and ensuring that outreach work and staff are provided with the right and necessary resources that will enable them do their work in an efficient manner; and advocating for resources for both field and PHCC and getting the Nutrition manager to approve; and working with program support teams in order to procure/secure required goods and services
- Liaising with CHD officials in developing community engagement strategies for program implementation. With support from the CHD, reaching out to communities and local leaders making sure they understand project aim and objectives and their roles and commitment required to make project a successful one
- developing field visits plans with respective individuals and groups and monitoring to ensure visits are made and managed accordingly
- Monitoring feedback from partners and communities and following up on actions required/taken

Team management and Capacity building of Nutrition staff

To support Direct reports in a manner that empowers them to deliver services to a high standard; ensure that nutrition program staff have the necessary training required for carrying out their roles in a knowledgeable and confident manner. Including but not limited to:

- Liaising with HR and Nutrition manager to: develop/review JDs; support recruitment and staff retention initiatives; organising/providing orientation for new staff;
- Communicating to direct reports a clear and exciting vision for the work of CARE and their role in supporting the organisation deliver; ensuring that work is planned and organised in a way which will meet the needs of beneficiaries in the most cost effective manner possible; ensuring that team members are given appropriate workloads and are working efficiently
- Carrying out competency assessment for Nutrition Supervisor, Community Nutrition Worker and Community Outreach workers and making recommendation for developing gaps; and organising and facilitating program trainings including those training provided by consultants
- Making sure that Nutrition staff have adequate training on the management of acute malnutrition as per approved National protocol
- Providing technical support and training where required to all Nutrition team members; supporting and liaising with PHCC health staff and providing on- the-job training and capacity build as required
- Preparing quality mid-term and annual appraisals for project staff

Ensuring department PARs are done on time and submitted accordingly

Program Administration

To support the administration of the program activities by taking part in strategic planning and day-to-day operational activities for program. This will require ensuring that resources required for program implementation are requested for and made available in a timely manner; resources in the form of food and non-food items are distributed and accounted for accordingly:

- Providing day-to-day supervision oversight to program activities and assuring the quality of program implementation, making sure standards and guidelines for delivering are adhered to at all times
- Participating in the development of activity and work plans, ensuring the achievement of specific assigned objectives by making sure that the various teams are clear on what their roles are, what needs to be achieved, by who and by when.
- Providing oversight to warehouse management and ensuring commodities, suppliers and equipment are accounted for and documented accordingly



- Managing stock levels of therapeutic and supplementary products, drugs and all other material and alert the logistics team in a timely manner for when it is time to replenish stock
- Providing weekly and monthly overview of drugs, TSFP materials and ration stocks supplied to beneficiaries

Facilitating and integrating emergency projects with health, food security, education and any other CARE program.

1. Program monitoring

Work with CHD, outreach and PHCC teams to ensure activities are monitored and data collected for analysis, evaluation and learning is captured. To do the above, position holder will need to work with the Nutrition manager and the program Monitoring, Evaluation, Accountability, and Learning (MEAL) team to determine how program will be monitored and data collected. The information and tools derived from such meetings will be used to carry out monitoring activities. Including but not limited to:

- Conducting regular field visits to monitor the implementation of the project
- Documenting the necessary findings and following-up on recommendation of previous field visits
- Working with various teams including MEAL team, CHD staff and other implementing partners to determine how monitoring will happen during the life of the program; the tools that will be used during monitoring and how these tools will be used
- Ensuring that the rest of the team under your supervision is trained in the use of tools and made aware of their role in ensuring monitoring and data collection activities are done as planned

Organizing weekly and monthly report for OTP/TSFP/IYCF/ screening and report on time to the nutrition manager and providing updates when necessary

Liaison with Nutrition and Health staff in the County

To ensure she/he liaise with both the County Health Department and project team on project activities; making sure that data and information collected from the field and PHCC including feedback are captured, documented, shared with appropriate accountable managers and stored/filed accordingly.

Including but not limited to:

- Liaising with and working closely with Nutrition manager, nutrition program staff, and other relevant partners staff (community leaders, Ministry of Health (MoH, I/NGO) involved in community outreach activities to ensure that project field activities adheres to overall program objectives
- Ensuring that program activities in area of responsibility are carried out at both PHCC and field and are captured and documented appropriately and shared with relevant people

Participating in IMAN general programme management duties as requested

QUALIFICATION / EXPERIENCE

Vocational qualification

Diploma or certificate in Nutrition, Health or Public Health

Work experience

2 years' work experience

- **Experience working with CMAM programming**
- **1 year experience working with a similar organization**

Languages

- English (oral & written)
- Arabic (spoken)
- Written Arabic

Proficiency in speaking other local languages



Safety and Security clause

- I will comply with the national and state laws in effect in my area of operations.
- I will comply with CARE security policies and guidelines and be pro-active in recommending any relevant changes to such guidelines.
- I will behave in such a way as to avoid any unnecessary risk to the safety, health and welfare of myself and others, including partner organizations and beneficiaries.
- I will make every effort to undertake and complete all mandatory online CARE Staff Safety and Security Awareness training through CARE academy

HOW TO APPLY

The position will be based in **Mankien/Mayom**. This position is ONLY open to South Sudanese Nationals.

Opening Date **1st November 2022** and Closing date CARE South Sudan receiving application will be **18th November 2022**.

Applications and CVs should be delivered to: jobs.southsudan@care.org Or Hand delivery to CARE Office NPA Building 3rd floor, Martyrs Street Juba South Sudan or CARE **Mankien/Mayom Field Office**

CARE is an Equal Opportunity Employer, promoting gender, equity and diversity and women candidates are strongly encouraged to apply.

