

**Vacancy notice****Advert opens 29<sup>th</sup> November 2019****Introduction**

Cordaid is a Dutch, international non-governmental organization which combines 100 years of experience and expertise in emergency aid and structural poverty eradication. Cordaid believes in a world without poverty and exclusion. We strive for a just and sustainable society where every person counts. We stand for knowledge and talent sharing between North and South, between farmers and businesses, between activists and policymakers. Where poverty, conflict and exclusion tear up societies, we connect people and communities. We also stand for professionalism, expertise and solidarity across borders, to make a difference where it is most needed. Together with more than 600 partner organizations in Africa, Asia, the Middle East and Latin America we structurally improve the living conditions of the poorest and most excluded populations - the bottom billion.

Cordaid has been active in South Sudan for more than 20 years, with a strong focus on civil society capacity-building. Currently it has programs in the area of Emergency Response, DRR, Health, Food Security, Security & Justice, Women Leadership and Investments

Presently, Cordaid is expanding its program in different parts of the country. For that purpose, additional capacity is required. Therefore, Cordaid South Sudan would like to recruit for the position of **Nutrition Officer as detailed below.**

**Position:** Nutrition Officer**Based Location:** Torit**Number of positions:** One (1)**Reporting Lines:**

The Nutrition officer reports to the Hospital coordinator, Torit State hospital

**Purpose of the position**

The Nutrition officer is to provide overall technical leadership and management support to the Nutrition team in Torit state hospital to ensure that hospital program meets its goals and objectives, with significant impact on target communities. Directly manage Cordaid Nutrition activities prepare and constantly update project Detailed Implementation and M&E plans. Effectively represent Cordaid in technical forums in Torit and report back to the hospital coordinator.



## Key accountabilities and Responsibilities:

- Plan and organize OTP at the health facilities in liaison with Torit State Hospital management
- Ensure smooth running of the stabilization center in Torit state hospital.
- Ensure consistence supply of all therapeutic supplies for the hospitals OTP and SC to include RUTF, F-75, F-100, Resomal and medicines for both SC and OTP in liaison with the hospital team, Save the Children and UNICEF in Torit.
- Work with MoH staff and officials to ensure all aspects of the SC & OTP programme are understood and agreed by MoH; this may include capacity training of Hospital staff and ensure appropriate referrals of SAM with complications to the inpatient facility in Torit State Hospital.
- Work closely with the Cordaid's County support team and the community at large in ensuring the community component of SAM management is implemented appropriately and majorly referral into the Stabilization Centre.
- Support the OPD, EPI and ANC Hospital department staffs in T.S.H to ensure that all children and mothers attending these services are screened for malnutrition, recorded and referred to the correct department as appropriate.
- Support OPD, EPI and pediatrics in Torit State Hospital ensuring growth monitoring is undertaken for all children under-fives and records done appropriately.
- Ensure good quality triage / that new arrivals are seen as a priority
- Supervise the activities of the OTP teams at the health facility, to include issuance of RUTF in accordance with the protocol.
- Support the nurses in the stabilization center especially on on-job capacity building and adherence of national guidelines of inpatient management of SAM cases with complications.
- Ensure adequate availability of all medical and therapeutic supplies for OTP and SC, maintenance of proper stock movements, ensure adequate stocks for the two programs throughout.
- Guide hospital kitchen staff in meal preparation to ensure balanced diet.
- Prepare/supervise weekly and monthly OTP& SC statistics and reports and enter the report into NIS (v2) and into DHIS2
- Supervise OPD, EPI and ANC weekly and monthly statistics and reports and enter data into DHIS2
- Report any progress and any problems in a timely manner
- On a quarterly basis do a success story to be incorporated into the HPF quarterly narrative. Include pictures with captions.
- Ensure the prompt tracing of children who are absent from the programme in coordination with the county support team.
- Attend regular nutrition meetings
- Respect the dignity of the beneficiaries, careers and members of the community
- Assist in any other tasks when required or as assigned.
- Delivers timely and appropriate results using available resources
- Takes responsibility for their work and its impact on others
- Plans, priorities and performs tasks well without needing direct supervision
- Understands the link between their work and the organization's objectives.
- Gives regular positive and constructive feedback to others
- Identifies clear development needs and development plans through regular constructive reviews of **their own performance (and their team's where appropriate)**
- Gathers the right information and uses critical thinking to make effective and timely decisions
- Knows when to involve others in a decision
- Simplifies processes and procedures wherever possible
- Delivers work that reflects a good knowledge and application of technical and professional standards





## Qualifications and skills

- Minimum Qualification required: Diploma /Degree in Nutrition or in related field with at least 2-year field experience. A master's degree in nutrition or Public Health will be an added advantage.
- Experience: Minimum 3 years' experience with a minimum one year working experience directly relating to emergency health and nutrition.
- Experience in management/coordination of community-based nutrition intervention preferably in emergencies such as IMAM.
- Knowledge and practical experience of national therapeutic/supplemental feeding protocols/guidelines
- Knowledge and practical experience of Nutrition Survey Methodologies and Reporting
- Demonstrated skills in program planning, implementation and monitoring
- Supervisory and coordination skills, training delivery and teamwork abilities
- Knowledge of international humanitarian benchmarks such as SPHERE Standards
- Field experience of community mobilization
- Proficiency in the use of Microsoft Office application and Intern

## Further information and how to apply

Interested and qualifying applicants can submit their application letter including CV in English, copies of birth certificate, National ID and qualification documents, both phone and email contact details of at least 4 professional references, including most recent/current employer/supervisor to the following email [hr.southsudan@cordaid.org](mailto:hr.southsudan@cordaid.org)

Mention the vacancy reference number position in the subject line on the envelopes.

**e.g. CSS03/11/19 Nutrition Officer–Torit**

**or**

Applications can also be hand dropped at Cordaid Juba office and Cordaid Torit field office to the attention of the **Human Resource and Administration Manager – Cordaid Juba South Sudan Country Office**.  
Deadline for submission is by the **18<sup>th</sup> December 2019**

Cordaid is an equal opportunities employer and women are strongly encouraged to apply  
Only shortlisted candidates will be contacted.

**An integrity check will be part of the recruitment procedure.** All applications submitted cannot be returned.

