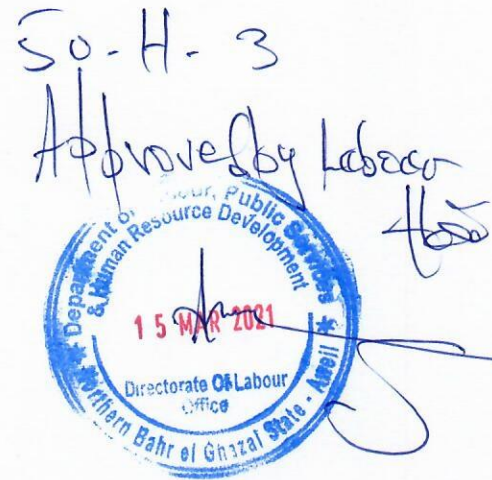




South Sudan Mission

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 **Field Research Program Manager (1 Position)**

Position open date: 15th March 2021

Closeting date: 29th March 2021

Starting date: ASAP

Duty Station: NBEG-South Sudan

Objective 1	Oversee all data collected
Tasks & responsibilities	<ul style="list-style-type: none">▪ Serve as the in-country point of contact to achieve in-country IRB approval (with support from AAH-USA and country team)▪ Coordinate closely with the study PI (AAH-USA) by participating in regular (weekly/bi-weekly) calls with the PI to communicate progress in recruitment, enrollment, completion of follow-up visits by participants, as well as submitting weekly reports regarding data collection, data entry, and other study activities
Objective 2	Lead the hiring process of data collection staff and manage all data collection staff
Tasks & responsibilities	<ul style="list-style-type: none">▪ Hire, train, and manage all data collection staff▪ Oversee proper informed consent process implemented by data collection staff▪ Ensure quality of data collection and fidelity of study protocol implementation▪ Work closely with community health workers/volunteers as well as CMAM clinic staff to identify and enroll participants▪ Track enrollment progression of both post-SAM children and non-SAM children▪ Enter all data into electronic data bases and reconcile any data entry errors with original hard copy forms▪ Conduct regular meetings with data collection staff and provide supportive

	<ul style="list-style-type: none"> ▪ supervision as needed ▪ Frequently visit clinics and attend household data collection to monitor activities and to ensure study protocols are implemented correctly.
Objective 3	Oversee and manage all logistics associated with the study
Manage the distribution of study supplies to participating staff, clinics and laboratory to ensure stock matches data collection needs	<ul style="list-style-type: none"> ▪ Manage the distribution of study supplies to participating staff, clinics and laboratory to ensure stock matches data collection needs ▪ Review and monitor stock reports on a regular basis from the clinics and laboratory ▪ Raise and track procurement requests in a proactive manner so that all activities are appropriately supplied and delays do not occur ▪ Regularly coordinated with the in-country logistics team to ensure smooth and timely delivery of supplies to appropriate locations ▪ Coordinate movement plans according to the needs of the study and data collection.
Objective 4	Keep track of all data in country/ Oversee and collaborate in the data analysis
Tasks & responsibilities	<ul style="list-style-type: none"> ▪ Track participant completion of follow-up appointments and manage the CHWs who travel to the field to encourage caregivers to return to the clinic for their follow-up visits ▪ Oversee the anthropometric measurements by data collectors and OTP clinic staff during the follow-up visits to ensure accuracy in data ▪ Oversee household surveys, water sample collection and analysis, food sample collection and analysis, rectal swab collection and dried-blood spot collection, and ensure compliance with study protocols with support from LSHTM ▪ Collaborate closely with AAH Nutrition and WASH Heads of Departments
GENDER EQUALITY COMMITMENTS	
<ul style="list-style-type: none"> ▪ 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

INTERNAL	<ul style="list-style-type: none"> ▪ Internally, the Field Research Program Manager will collaborate with the AAH South Sudan's technical department heads of Nutrition and WASH. They will also work closely with field level HR and logistic staff.
External	<ul style="list-style-type: none"> ▪ Externally, the Field Research Program Manager will represent Action Against Hunger at the state and county level for the research study with state and county government officials, state nutrition and WASH clusters and with other stakeholders, as and when required in the event that the Field Research Coordinator/Research Nutrition Specialist is unable to do so.

REPORTING RESPONSIBILITIES

- The Field Research Program Manager will be responsible for overseeing the day-to-day activities, including management of data collectors and other study-specific staff, in the field as it relates to data collection and data entry according to the study protocol.

POSITION REQUIREMENTS

QUALIFICATION

- A bachelor's degree from an accredited college or university in a major such as social or health science with 5 years relevant experience in nutrition programming, M&E, and/or research in the field.

SKILLS & EXPERIENCE

ESSENTIAL

- Experience organizing and participating in field-level data collection as part of a research study or program monitoring and evaluation;
- Experience implementing and overseeing CMAM programming
- Training in and proven knowledge around nutrition programming in low-income countries;
- Knowledge of MS Office Suite required and comfortable working with computers with minimal IT support

PREFERRED

- Experience with mobile data collection tools (e.g. Kobo) (preferred but not required)
- Ability to live and work in basic conditions in a limited-resource country with travel to remote locations for the duration of data collection (approximately 12+ months)
- Fluent in English (written and verbal)
- Proven experience with field work
- Possess strong organizational skills and attention to detail.
- Possess strong team management skills.
- Ability to take initiative and prioritize multiple tasks with minimum supervision.
- Excellent interpersonal skills, ability to work both independently and as a member of a team
- Should have excellent emotional intelligence, be flexible, adaptable, and resilient, and able to live and work in basic conditions for the entire period of data collection

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 "Field Research Program Manager" in the title of your application letter.

The deadline for receiving application is Monday 29th March.

NB: this is subject to donor funding.

Approved by Laban

