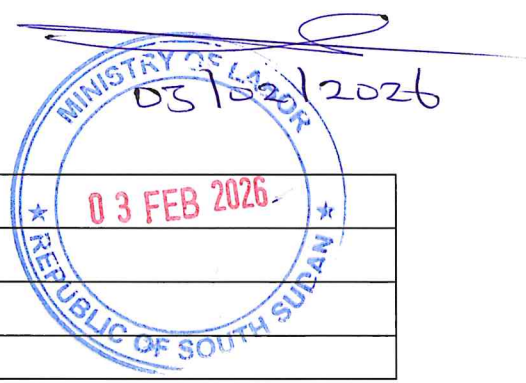




Catholic Medical Mission Board
Nutrition Officer_ Job Advertisement

5043
MDL
Approved



Position:	Nutrition Officers (2) (non-relocatable)
Duty Station:	Greater Mundri/ Greater Tambura
Reports To:	Nutrition Project Manager
Date:	23rd Feb 2026

About CMMB

Catholic Medical Mission Board (CMMB) is an international developmental organization that believes in a world in which every human life is valued, and health and human dignity are shared by all. We believe that access to quality healthcare is a basic human right. For nearly 110 years, we have worked with global partners to deliver locally sustainable, quality healthcare solutions to women, children and their communities. For further information on CMMB South Sudan, visit our webpage at www.cmmb.org.

CMMB has been working in South Sudan for over a decade providing a package of integrated health services to vulnerable populations, redressing issues that affect the health and wellbeing of mothers, children and newborns. CMMB supports the Ministry of Health (MOH), working with other health partners, to provide: (a) a continuum of care through integrated health services (MNCH, nutrition, WASH, Child Protection and GBV) and health infrastructure strengthening at the community, facility, County and State levels; (b) health workforce capacity strengthening through on the job mentoring and training, as well as leveraging CMMB's international volunteer program; and (c) Health Information System strengthening through transitioning from paper based data collection and reporting to more accurate and timely electronic systems, reproducing and disseminating health registers and training of SMOH data clerks. CMMB also promotes equal access to basic essential medicine through its medical donation program.

Capacity Building and Development _On-the-Job Training/Mentorship

- ❖ Provide regular technical support to the CHDs Nutrition Officers on transition, build capacity through on-the-job, OTJ training.
- ❖ Organize and participate in regular joint supportive supervision to build local capacities.

Coordination and Collaboration

- ❖ Representing the project in meetings with government officials, donors, and other stakeholders as required.
- ❖ Organize CHD monthly meetings and share the minutes for corrective actions to the line manager detailing the action points.
- ❖ Work closely with HSTP partners to ensure that project activities are implemented effectively and efficiently.
- ❖ With CHDs support, coordinates the transition process and document every step of the process e.g. challenges/successes through CHDs monthly coordination meetings.
- ❖ Facilitate communication and collaboration among project partners and stakeholders.
- ❖ Contribute to the development and implementation of the project monitoring and evaluation plan in line with donor requirements and organizational standards.
- ❖ Establish, manage, and maintain relationships with relevant partners and stakeholders, including national and county government officials, donors, and other implementing partners, IPs.

Reporting/Data Quality/Supervision





- ❖ Support in collecting and analyzing project data to inform project decision-making and learning.
- ❖ Ensures timely report submission from the health facilities to the s/he supervisor
- ❖ Contribute to the preparation of regular project progress reports, including progress against indicators and targets with support from M& E Officer.
- ❖ Facilitate project learning and knowledge management, including documentation of best practices and lessons learned.
- ❖ Review the quality of existing data in the project sites_ (Ensures data Quality via Data Quality Assurance, DQA with CHDs in DHIS2).
- ❖ Organize Quarterly review meetings in consultation with the line manager.

Supplies/Stock Management

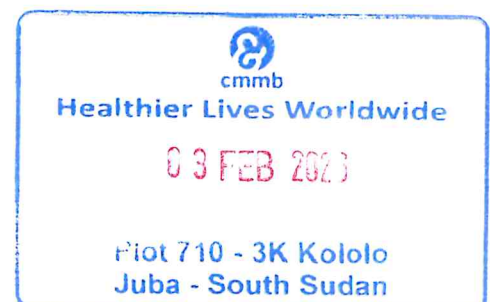
- ❖ Ensures supplies are adequate in nutrition sites. (Liase with IPs in supplies prepositioning)
- ❖ Monitors stocks consumptions across the counties of operations
- ❖ Provide timely stock reports for further analysis based on the caseloads and targets.
- ❖ Supplies projection; forecast and timely request for processing to prevent under/over stocking/stockpiles and wastages.
- ❖ Ensure proper; accurate records of supplies by using the appropriate forms e.g. Waybills; stock cards at the County main warehouse and the health facilities.
- ❖ Provide timely and accurate reporting in the event of supplies loss/theft (within 12 hours)

Qualifications:

- BSc/Diploma in public Health, Nutrition and Dietetics, Clinical Medicine; Nursing or related field from recognized institutions/Universities with a minimum of 3-years relevant experience for BSc holders and 5 years related experience for Diploma holders.
- Understanding of Community Management of Acute Malnutrition, CMAM and Maternal Infant Young Child Nutrition, MIYCN.
- Computer skills knowledge and applications especially Ms. Word; Excel; PowerPoint
- Good understanding of Reporting software, DHIS2
- Experience in planning and organizing activities in a variety of locations
- Proven capacity to supervise, train and coach local staff and community workers.
- Experience of providing hands-on in-service training Strong organizational, interpersonal, and representational and communications skills are essential, and a team-oriented work style is a necessity.
- Excellent communication skills and a willingness to be respectful, kind, sensitive and empathize with children and their careers
- Willingness and capacity to be flexible and accommodating when faced with difficult and frustrating work.
- Proven facilitation skills and mentorship in building local capacities.

Languages:

- Excellent command of written and spoken English
- Fluent spoken Arabic.





How to apply:

Please submit your CV and covering letter addressed to CMMB South Sudan at the following email address: CMMBSouthSudanjobs@cmmmb.org by latest the **February 23rd, 2026**. Please note that due to the urgent nature of the position, evaluation of application will be on a rolling basis. We encourage qualified female candidates to apply.

Applications can also be **hand delivered** to the address below during working hours between 8.00am and 5.00pm:

CMMB JUBA OFFICE AND CMMB YAMBIO OFFICE

Please note: "CMMB has zero tolerance on Sexual Exploitation, Abuse and Harassment (SEAH), and therefore the successful candidate will be subject to a through SEAH reference check in accordance with CMMB policies. In that regard, please read and sign the self-declaration and consent form on the last page and return with your application. Please note, your application will not be considered if your signed self-declaration and consent form is not received along with your application."





Catholic Medical Mission Board
Sexual Exploitation, Abuse & Harassment (SEAH)
Self-Declaration & Consent Form

CMMB has zero tolerance on Sexual Exploitation, Abuse and Harassment (SEAH), and therefore the successful candidate will be subject to a thorough SEAH reference check in accordance with CMMB policies. In that regard, please read and sign the attached self-declaration and consent form and return with your application. Please fill and sign this self-declaration and consent form and return it to CMMB HR with your application. Kindly note that your application will not be considered if your signed self-declaration and consent form is not received along with your application.

I..... hereby declare to the best of knowledge that I have not committed any act of Sexual Exploitation, Abuse and Harassment in my pass employment.

I hereby give my full consent for CMMB to conduct further background check related to SEAH.

Name : _____

Signature : _____

National ID/PP: _____

Date : _____

