

50-H-3
 Approved by Inspector
 of Labour
 26/3/2026
 NMM



VACANCY NOTICE

Job Title	Nutrition Officer
Location	Malakal Upper Nile State
Reporting to	Health and Nutrition Manager
Requirement	Include salary expectations in your cover letter

Organization View

AGENCY FOR CHILD RELIEF AID (ACRA) is a national Non-Profit, Non-Government Humanitarian Organization established by dedicated South Sudanese professionals. ACRA aims to offer sustainable livelihood opportunities to support and improve the lives of vulnerable children and populations in both urban and rural areas of South Sudan. The organization works to ensure access to essential services such as Child protection, Education, Gender-Based Violence (GBV) prevention and awareness, Safe Water Supply, Sanitation facilities, Sustainable Food Security & Livelihoods, Nutrition, and Primary Health Care services while upholding human rights principles and promoting peace and social well-being for all.

Vision: A society where children and vulnerable communities are empowered and equitably access sustainable livelihood opportunities.

Mission: ACRA mission is to provide Hope and Recovery to conflict and natural disaster affected children and communities through engagement in the sectors of Livelihoods, Environment, Education, Protection and Emergency Aid.

Job Summary

The Nutrition Officer is responsible for planning, implementing, supervising, and reporting on all nutrition interventions within the project. The role ensures quality delivery of primary health care services, community-based management of acute malnutrition (CMAM/IMAM), IYCF activities, disease prevention and capacity-building of frontline workers. The officer supports coordination with partners, ensures adherence to national and donor guidelines, and contributes to improved nutrition outcomes for IDPs, returnees, and host communities.

Roles & Responsibilities/Job Description

Nutrition Responsibilities.

- Plan, implement, and monitor CMAM/IMAM activities (OTP, TSFP, and community outreach).
- Conduct MUAC screening, anthropometric assessments, and growth monitoring for children and PLWs.
- Lead Infant and Young Child Feeding (IYCF/IYCF-E) counseling for caregivers and mothers' groups.



- Ensure timely supply and accountability of nutrition commodities (RUTF, SFP supplies, job aids).
- Strengthen community-level nutrition referral and follow-up mechanisms.
- Conduct household visits for high-risk or discharged malnutrition cases.
- Prepare and submit accurate weekly, monthly, and quarterly nutrition reports.
- Facilitate nutrition awareness campaigns and support community mobilization.
- Train staff and volunteers on CMAM, IYCF, MIYCN, and nutrition-sensitive practices.

Monitoring, Coordination & Reporting

- Ensure quality data collection, validation, and entry for all health and nutrition indicators.
- Participate in field assessments, surveys, rapid needs assessments, and monitoring missions.
- Represent the organization at Health Cluster, Nutrition Cluster, and technical coordination meetings.
- Document success stories, case studies, lessons learned, and best practices.
- Support procurement planning for health and nutrition supplies.
- Ensure compliance with national guidelines, donor requirements, and internal policies including safeguarding and Do-No-Harm.
- Identify emerging risks, gaps, or challenges in service delivery and propose corrective measures.

Other Duties

- Perform any other tasks assigned by the supervisor.

MINIMUM QUALIFICATION/EXPERIENCE

- Bachelor's degree in Public Health, Nursing, Clinical Medicine, Nutrition, Public Health Nutrition, or related field.
- Additional training in CMAM/IMAM, IYCF, IPC, disease surveillance, or emergency response is an added advantage.
- Minimum 2–3 years of field experience in health and/or nutrition programming in humanitarian or development contexts.
- Experience working with IDPs, returnees, host communities, or emergency responses.
- Demonstrated experience in PHC, CMAM/IMAM, IYCF, health promotion, and community outreach.



- Experience supervising frontline staff (nurses, nutrition assistants, CHWs/CHVs).
- Practical experience in data collection and reporting using tools such as DHIS2, Kobo, ODK, or Excel.
- Experience participating in health and nutrition coordination meetings is an asset

SKILLS AND ATTRIBUTES

- Strong knowledge of MoH guidelines, WHO standards, CMAM protocols, and PHC systems.
- Ability to conduct anthropometric measurements and basic clinical assessments.
- Good understanding of community engagement, BCC, and health promotion strategies.
- Competence in supply management for medical and nutrition commodities.
- Strong computer skills (Word, Excel, PowerPoint, data-entry tools).
- Strong communication, interpersonal, and facilitation skills.
- Ability to work in remote, stressful, and resource-limited environments.
- Excellent coordination, teamwork, and problem-solving skills.
- High level of integrity, confidentiality, and professionalism.
- Commitment to humanitarian principles, protection, safeguarding, and gender equality.
- Ability to work independently with minimal supervision and take initiative.
- Fluency in English required; knowledge of local languages is an advantage.
- Willingness to travel frequently to field sites.
- Ability to ride a motorbike is an added advantage.

WORK CONDITIONS

The position is field based Baliet County of Upper Nile State South-Sudan Applicants must have no history of violation of children’s rights or of Child abuse and sexual exploitation of any kind.

ACRA maintains a **ZERO TOLERANCE FOR SEXUAL EXPLOITATION AND ABUSE**, and enforces strict policies to protect children and vulnerable individuals.

ACRA adheres to stringent data confidentiality and protection regulations that govern research activities. All respondent is required to sign consent forms before providing any information. Any personnel accused of misconduct will be promptly suspended and excluded from the program.

STARTING DATE

Immediately. Note that due to the urgent nature of the position, **the evaluation of applications will be on rolling basis** as we begin to receive applications and the position might be filled before the application deadline.



SUBMISSION OF APPLICATION	<p>The Application can be submitted by email to hr@acrasouthsudan.org Hard copy applications sealed in envelop should be submitted to ACRA Office Juba Munuki. Next to Midan Jamus or Baliet Office and Humanitarian HUB Malakal. Clearly indicate the Job Title and location on the back of the envelope.</p>
CLOSING DATE	<p>17th, April, 2026.</p>
OTHER INFORMATION	<p>Please provide the following when applying for this post:</p> <ul style="list-style-type: none"> • Curriculum Vitae (CV) that contains details of your qualifications, experience, and present position current or previous position held, contact details and names of three references. <p>NB: DO NOT INCLUDE YOUR ORIGINAL ACADEMIC CERTIFICATES/ DOCUMENTS IN THE HARD COPY APPLICATION</p> <p>Female candidates are highly encouraged to apply</p> <p>Only short-listed candidates will be contacted.</p>

