

## NUTRITION PROGRAMME OFFICER

### Background

Malaria Consortium (MC) is a British registered charity ([www.malariaconsortium.org](http://www.malariaconsortium.org)) specialising in communicable disease control programmes. In the Republic of South Sudan MC provides support to the Ministry of Health (MoH). This includes high level technical support for the development of policies, guidelines, and strategies. It also includes capacity building work to strengthen the quality of care provided by health facilities. In the past year we have also begun implementation of community-based programmes focussing on controlling key childhood illnesses. Our current ICCM programmes are focussed on the treatment of diarrhoea, malaria, pneumonia, and severe acute malnutrition.

### Location

The position is based in Aweil, Northern Bahr el Ghazal and will report to the Aweil-based Programme Manager. The Nutrition Programme Officer will line manage up to three OTP supervisors.

### Duties

The successful candidate will be responsible for the following duties:

#### **Technical Support & Management:**

1. Oversee the implementation of nutrition project activities, as part of the wider integrated community case management (ICCM) programme:
  - Train Outpatient Therapeutic Programme (OTP) Supervisors and Community Nutrition Workers (CNWs) on the implementation of treatment of Severe Acute Malnutrition (SAM)
  - Ensure adherence to the current SAM protocols in the OTPs
  - Plan and coordinate community mobilisation and health and nutrition education activities
  - Ensure quality supervision of both assessment and treatment services and the community level implementation of the nutrition programme
  - Provide technical supervision and direct line management to Malaria Consortium's OTP supervisors including internal evaluations and appraisals
  - Ensure the OTP Supervisors provide CNWs with technical management and support through monthly supervision visits and constructive verbal & written feedback to CNWs
  - Coordinate the timely distribution of medical and non-medical supplies to the CNWs and assist the Health Commodities Officer with the procurement of nutrition goods as required by the programme
  - Organise monthly meetings with the nutrition team and report the outcome to the Programme Manager
  - Ensure that an updated register of the staff (absences, leave, overtime) is maintained

#### **Coordination & Representation:**

1. Liaise with key partners including County Health Departments, local leaders, NGO partners, and other stakeholders (as necessary) to ensure strong links between the nutrition programme and other sectors
2. Establish and maintain links with health and other nutrition services (e.g. Supplementary Feeding Programmes (SFPs) and Stabilization Centres (SCs))
3. Attend health and nutrition cluster coordination meetings at the State level as directed by the Programme Manager
4. Ensure good links between the nutrition and ICCM programmes

### ***Reporting***

1. Work with the Monitoring & Evaluation Officer to ensure regular evaluation of Community Nutrition Workers' performance and provide directed support as required;
2. Ensure that monthly reports are collected and compiled appropriately from all OTP sites
3. Compile statistical data and draft appropriate reports on activities
4. Provide capacity building support to the OTP supervisors to ensure high quality error spotting and correction at OTP level.
5. Analyse the nutritional situation and prevailing trends and provide constructive written feedback for OTP supervisors and CNWs
6. Work with the finance department to prepare financial requests and ensure the timely reporting of expenditure

### ***Administrative and Other Duties:***

1. Provide monthly written reports on activities to the Programme Manager
2. Participate in the follow-up of supplies, consumption and orders
3. Monitor and forecast stock levels, ensuring that they are sufficient for the functioning of OTP (weekly, monthly or quarterly)
4. Working with the Logistics and Health Commodities Department conduct monthly physical inventory of all nutrition supplies
5. Carry out any other duties as required by the line manager

### **Experience, skills and qualifications**

#### ***Essential***

1. Clinical Officer, nurse or Public Health qualifications
2. At least two years field experience in nutrition programmes
3. Strong background in training and capacity building
4. Ability to find solutions to complex problems in a challenging environment
5. Excellent planning and organisational skills
6. Excellent written and spoken English
7. Strong computer skills particularly Microsoft Office
8. Flexible, ability to work both as an individual and as a team member and under stress in what can be a harsh environment
9. Republic of South Sudanese National, preferably from NBeG.
10. Fluent in Arabic

*Desirable:*

1. A broad range of experience, including logistics
2. Experience working in drug/commodity supply management
3. Spoken Dinka

**Female applicants who meet the above requirements are strongly encouraged to apply.**

**Package:** Competitive NGO salary and benefits.

**Contract duration:** 1 Year (with 3-month probation)

**Contact Details:** CVs can be handed into the Malaria Consortium Office, Plot 367, Block 3-K South, First Class Residential, Juba, or emailed to [M.Tony@malariaconsortium.org](mailto:M.Tony@malariaconsortium.org)

**Application Deadline: Friday 16<sup>th</sup> September 2011**

**This post is subject to funding approval. Only successful applicants will be contacted for an interview. If you do not hear from us please consider your application unsuccessful.**