

## Nutrition Officer at Action Against Hunger International

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Location: Kenya

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### Job Description

(adsbygoogle = window.adsbygoogle || []).push({}); Founded in , Action Against Hunger International (ACF) is an international humanitarian recognized in the fight against hunger. ACF mission is to save lives through the prevention, detection, and treatment of malnutrition, especially during and after emergency situations and conflicts. Helen Keller International (HKI) was founded in and is dedicated to saving the sight and lives of the most vulnerable and disadvantaged. HKI aims to combat the root causes and consequences of blindness and malnutrition by establishing programs based on evidence and research in vision, health and nutrition.

### Summary of position

Under the supervision of the Nutrition Program Manager the incumbent will be part of the team implementing various nutrition interventions geared towards improving maternal and child nutrition of deprived communities in Isiolo county through strengthened nutrition resilience, enhanced health system strengthening and improved evidence based advocacy The Nutrition Officer will work closely with several line ministries (Health, Agriculture, and Water), National Drought Management Authority and health and Nutrition Partners in the County to continually improve the health and nutrition status in the County through implementation of emergency and resilience nutrition interventions.

The incumbent will work closely with the Nutrition Manager, program staff, S/CHMT members to ensure that program activities are implemented on time, on scope and within the budgets as stipulated in the various program and project documents.

**Purpose:**

To support the implementation of nutrition project interventions in Isiolo Counties that are geared towards addressing acute malnutrition among vulnerable populations through a multi-sector integrated approach.

**Essential job functions****Support to Health System Strengthening efforts at the County level.**

In liaison with the County MOH and Partners develop joint work plans for key activities as stipulated in the project document.

In liaison with the MOH undertake periodic capacity assessment across the health facility staff and structure OJT and Mentorship sessions to the health facilities based on specific needs.

Work closely with the MOH and undertake classroom training to County teams on various aspects of the nutrition program to enhance program implementation

Participate in coordination meeting at the County level with the MOH and Partners including NITWG, CNTF, CSG and any other.

Coordinates with the other nutritional NGOs, UNICEF, WFP, other partners and MoH at County and Sub County level

Support development of County work plans with the S/CHMTs and schedule joint supervisions to enhance quality programming

Support community Health Strategy and Community Resilience activities

In liaison with the Community Strategy Focal persons at the County and Sub County level, support CHS activities at the community level including community dialogue and action days, sensitization sessions for community members among others

Work closely with MOH to offer technical support and sustain Mother to mother support groups for improved MIYCN practices.

Support MOH to develop ,implement and monitor Social Behavior Change Communication Strategies in Isiolo County

Support the MOH to develop a practical community feedback mechanism geared at

improving service delivery at the County level.

Supports the nutrition team in the implementation of community approach through regular contact and exchange with the community leaders,

### **Reporting and Program Development**

Compiles program reports on a timely basis in liaison with other program staff; Weekly SitRep, Monthly (statistical and narrative), Quarterly

In collaboration with the Nutrition Program Manager prepare progress reports, quarterly donor reports, proposals, Program reports project procurement plan and contributes to survey reports.

In collaboration with Program Manager and coordination team; contribute in defining technical strategy when required.

Participates in the analysis and drafting of activity reports and evaluation of the project.

In liaison with the program manager develop project proposal to address County specific gaps

Support MOH focal persons on information, data management and reporting through the DHIS

Participate in the planning, organizing and implementation of surveys, assessments and research studies including post distribution monitoring

### **Information exchange and cooperation with all Action Against Hunger interventions and external stakeholders**

Collaborate with all other Action Against Hunger departments and sectors to ensure the projects are integrated

Collaboration with other Partners, MOH (S/CHMT), INGOs, NGOs, CBOs and the UN working in this area to ensure smooth running of projects.

Work in collaboration with the communities and local leaders at all stages of project implementation

### **Finance, Logistics**

Prepare cash forecast in liaison with the other program staff in line with the work plans

Ensure the expenditure is as stipulated in the budget lines and strict adherence to the budget limits

Propose anticipated budget realignment in line with field realities

In liaison with the Program Manager and the Field Coordinator Monitor budget spending in line with spending plan; ensure diligence in grants utilization including timely spending and value for money.

Support the Program manager in monthly budget reviews and suggesting amendments to Finance

Any other roles as assigned by the supervisor

## **Requirements**

### **Education and experience:**

Required qualification: Degree in BSC. Food Nutrition and Dietetics, Public health nutrition option, nursing and any other related course.

At least 2-3 years of experience in a similar position

Registered with Kenya Nutrition and Dietetics Institute

### **Required Skills & Competencies**

Conversant with the HiNi Package

Experience in training of health workers and Community Health Volunteers on various nutrition modules.

Experience in nutrition counseling to caregivers and community

Experience in conducting community dialogs

Language skills: English and Kiswahili fluent

Computer skills: Excellent knowledge of both software (word processor, spreadsheet, Linux servers, Windows server...) and hardware (network cards, memory upgrades...)

Good communication, teamwork, Knowledge of MS Office,

Organization, initiative, punctuality and courtesy,

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