Global Alliance for Improved Nutrition

Job title: Programme Officer, Workforce Nutrition

Classification: Grade 3  
Direct reports: 0

Work location: Dhaka, Bangladesh  
Travel required: Over 40%

The Global Alliance for Improved Nutrition (GAIN) is a Swiss-based foundation launched at the United Nations in 2002 to tackle the human suffering caused by malnutrition. Due to COVID19, conflict in Ukraine and climate change, malnutrition and hunger have worsened significantly since 2019, reversing a decade of progress. There is growing recognition that our food systems need to change if we are to reverse these trends.

GAIN's Strategy aims to transform food systems to make healthier diets from sustainable food systems accessible to all people and especially those whose are most vulnerable to shocks. By 2027, we aim to improve the access of 1.5 billion people to nutritionally enhanced staple foods, improve the access of 25 million people to healthier diets, and support positive food system change in 10 countries. This is bold and complex, and the only way to achieve this is to work together with partners including governments, businesses, and civil society at the country and global level. These goals, and the ways of achieving them, build on our twenty-year legacy of transforming people’s lives with improved nutrition through concerted action and effective policy change.

DESCRIPTION

Overall purpose
GAIN Bangladesh has been implementing the Workforce Nutrition Programme (WFN) to improve regular consumption of nutritious and safe food for all workers from both formal and informal sectors. The overall purpose of this role is to provide technical support to ensure effective and quality implementation of the project activities. You will be responsible for maintaining the quality implementation of the project whilst maintain working relationships with implementation partners and business partners.

The Officer will contribute to developing a project implementation plan (PIP) and review its progress against key performance indicators (KPI) and targets. You will work closely with factories, community people, and other stakeholders for quality delivery and provide course corrective measures to overcome challenges. The position will report to the Project Manager, Workforce Nutrition and work as a member of the GAIN Bangladesh Team.

Tasks and responsibilities
Role in Project Implementation and Coordination
• Provide technical support to develop a detailed implementation plan with clear roles and responsibilities for implementing partners, and relevant stakeholders.
• Develop technical documents on safe food and nutrition and WASH activities for partner staff, factory management, and community people.
• Provide guidance and support to factories for continuous support mechanisms in order to improve meal interventions to increase the consumption of safe and healthy diets at the workplace.
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- Review the selection of Peer Educators at the community and factory levels and provide capacity building support to conduct learning sessions for factory workers and community people.
- Onboard local community people for promoting nutrition and WASH activities at the community level.
- Assist in establishing the Fair Price Shop at the selected factory premises by assessing all requirements.
- Support the development of the standard operating procedure for the Fair Price Shop (FPS) and taking necessary steps for its implementation.
- Facilitate training for the factory management, community leaders, and Peer Educators on basic nutrition and safe food.
- Support in the developing Behaviour Change Communication tools and materials in consultation with partners, factories, and relevant experts.

Role in Partnership Management and Collaboration

- Develop partnerships with businesses, factories, nutritious and safe food suppliers, implementing organizations, and relevant government organizations for smooth operation of the project interventions.
- Facilitate factory owners and management to invest in nutrition interventions and activities for workers' wellbeing.
- Regular updating about projects progress with the Country team, Portfolio Management, and Delivery team.

Technical supervision, Monitoring and Evidence Generation

- In collaboration with the GAIN monitoring and improvement team, develop and ensure quality implementation of the monitoring framework and reporting system.
- Regular visit to the project location for monitoring and supportive supervision of project activities.
- Field visit and monitor the food distribution related activities at the factory, supplier, and partner level.
- Regular data collection to track project activities and prepare various reports.
- Work closely to develop a monitoring system for tracking FPS sales and generating various reporting.
- Responsible for documenting experiences, presentations, and articles for broader dissemination

Key organisational relationships

- Reports to the Project Manager, Workforce Nutrition
- Workforce nutrition workstream
- Monitoring and Improvement team
- Finance and Legal teams

JOB REQUIREMENTS

Competencies

- A dynamic individual with good interpersonal and communication skills in multicultural, multi-lingual environments.
- Ability to prioritize and work well independently under pressure to meet deadlines.
- Explicit and systematic thinking demonstrates good judgment, expert problem solving, and creativity.
- Negotiation and advocacy skills to facilitate private companies to liaise effectively.
- Initiative-taking, solution-oriented and flexible, willing to travel in challenging environments.
- IT literacy with excellent MS Office skills.
- Fluency in both written and spoken English.
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Experience

- Demonstrable experience in developing and managing projects in a multi-cultural environment in nutrition and food system.
- Strong experience in garment sector project implementation and management, preferably promoting nutrition activities.
- Experience in delivering integrated nutrition programmes in the food system is an asset.
- Proven ability to work effectively in a team environment and matrix structure.
- Experience in providing supportive supervision and programme monitoring at the field level.
- Experience in analysis of data and quality reporting.

Education

- Bachelors’ or Master’s degree in food science, nutrition, social science, business administration, or a suitable equivalent.

WHAT GAIN OFFERS

- A competitive remuneration package
- Flexible working hours through hybrid working opportunities
- Friendly working environment
- Professional development opportunities
- The chance to make a lasting contribution to reducing global malnutrition