

Global Alliance for Improved Nutrition

Job title:	Knowledge Management Lead - FORK
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Classification:	Grade 6 - Senior Technical Specialist	Direct reports:	1 - 5
Work location	Washington DC, USA / Nairobi, Kenya / Dar Es Salaam, Tanzania	Travel required:	Up to 30%

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.

GAIN is preparing for an anticipated USAID Notice of Funding Opportunity "FORK" with a potential procurement release in early 2024. The purpose of the Global FORK bid is to transform local food processing to increase access sustainably and equitably to and affordability of safe, nutritious foods for women and children. Its objectives include:

1. Strengthening business and technical practices of food processors;
2. Strengthening linkages between food processors and the broader business ecosystem for nutritious foods, including smallholder producers and domestic and regional markets; and
3. Increasing the sharing and uptake of knowledge, learning, and tools to support local food processors of safe, nutritious foods.

DESCRIPTION
<p>Overall purpose</p> <p>The Knowledge Management Lead will be expected to lead the sharing and uptake of a considerable amount of learning and tools, and this knowledge will need to be documented and mobilized in a way that enables the target audience to support food processing for safe and nutritious foods in Low-to-Middle-Income Countries. Specifically, working with the FORK team, the Knowledge Management Lead will lead the implementation of segments of the FORK results framework that pertain to:</p> <ul style="list-style-type: none"> • Strengthened capacity of key stakeholders and local researcher to design and implement interventions that facilitate processing of safe, nutritious foods. • Increased knowledge exchange by inclusively linking local and global researchers, MSMEs, and other key stakeholders. • Increased application of food safety and processing intervention research findings.

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The Knowledge Management Lead will work with the team to ensure the material is consolidated and aligned with the learning and collaboration aspirations of USAID. GAIN seeks to increase the amount, quality and accessibility of such learning and tools and assure its mobilization for diverse stakeholders.

The position is subject to the availability of funds and approval by USAID.

Tasks and responsibilities

In close coordination with the FORK Chief of Party and Deputy Chief of Party, the Knowledge Management Lead will support FORK's activities in knowledge management, focusing particularly on increasing the sharing and uptake of knowledge, learning and tools to support local food processing of safe, nutritious foods.

Specific areas of responsibility will include:

Strategic Leadership

- Provide strategic leadership and overarching management of FORK's knowledge management objective, in collaboration with FORK's Chief of Party and Deputy Chief of Party.
- Working with global and country teams to assess knowledge management and mobilization needs of the program and implement activities to increase the sharing and uptake of knowledge, learning and tools to support local food processing of safe, nutritious foods.
- Advise and collaborate with project staff to identify key stakeholders in implementing countries, assess challenges and build capacity to enable and empower them to implement evidence-based interventions to improve the processing of safe, nutritious foods.
- Develop strategic partnerships and initiate connections between local and global research institutes, businesses, and other key stakeholders to increase the knowledge exchange around best food processing practices and approaches.
- Identify, capture, share, and use knowledge, tools and lessons learned generated by the project to achieve project objectives for both internal and external audiences.
- Assess, consolidate, and support the use of the latest evidence on food safety and food processing interventions to project team and external partners.
- Identify and build strategic partnerships and opportunities for mobilizing knowledge.
- Influence and promote mechanisms to increase the use of evidence for action in the public-private space for the processing of safe nutritious foods, across disciplines and countries.

Monitoring and Reporting

- Lead on monitoring and reporting of project progress to ensure quality, timeliness, and completeness of activities, interventions, and technical deliverables.
- Develop/Review case studies, policy and advocacy briefs, blogs, and/or other documents for dissemination on a variety of media platforms, working closely with others on the FORK team and GAIN's communication department.
- Oversee the organization and planning of events and webinars to share project knowledge and learnings, working with USAID dissemination and learning platforms and other forums, and engaging a diverse set of partners and a wide audience.
- Enhance the overall quality of work of the FORK team and its consortium of partners by ensuring the latest evidence is synthesized and concrete relevant lessons learnt / good practice gleaned and shared with the team.
- Report results to USAID in a timely manner through deliverables, meetings and seminars.
- Contribute to other organizational knowledge management and dissemination efforts, as requested.

Leadership and People Management

- Provide overall leadership to the Knowledge Management portfolio and line manage direct reports including supporting work plan development and performance management to ensure team synergy and high-quality technical project delivery in time and budget

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- Develop team members in order to maximize their contribution to the team and the project;
- Ensure staff uphold GAIN Values and Code of Conduct, including the development of and support to a culture & work environment that reflects GAIN's values.

Key organisational relationships

- Report to the FORK Chief of Party.
- Work closely with the rest of the FORK team and will be part of GAIN's Knowledge Leadership team, led by GAIN's Knowledge Leadership Director.
- The Knowledge Management Lead will also coordinate with GAIN's Communications Unit.

JOB REQUIREMENTS

Competencies

- Demonstrated capacity in evidence synthesis and translation essential.
- Excellent writing and presentation skills for multiple audiences, particularly informed, non-expert audiences
- Strong program coordination, organizational and support skills and ability to work in a fast-paced environment.
- Ability to write technical information in a clear and accessible manner.
- Strong ability to problem solve and innovate in a team environment.
- Strong general knowledge of global food systems, nutrition, and international development issues.
- Strong inter-cultural and interpersonal skills and ability to work in a team.
- Excellent interpersonal and written and oral presentation skills in English.

Experience

- Experience working on USAID funded projects, preferably on a Feed the Future or public health project in a knowledge management capacity.
- Understanding of the opportunities and challenges working in food systems in LMICs, particularly in the enabling environment.
- Experience engaging and developing impactful partnerships with a diverse set of actors/stakeholders.
- Experience working with the "USAID Collaborate, Learn Adapt" (CLA) framework, including experience organizing or participating in CLA workshops.
- Expertise in research translation and preparation and dissemination of documents/presentations for a diverse range policy or other non-technical audience essential.
- Experience with and very proficient in using various types of presentation and graphic design software (PowerPoint, Adobe Illustrator, Photoshop, InDesign, PremierPro, Acrobat, Adobe Spark)
- Understanding of a relevant field of global development (e.g., global public health, agriculture, livestock, market development, food safety, WASH) required; understanding of food safety and/or nutrition an asset.
- Hands-on experience working in a low- or middle-income country is an asset.

Education

- Master's-level training in a relevant field (i.e. communications, international development, marketing, public relations, journalism, etc.)
- Training in at least two of: communications, food science/technology, marketing, food safety, food systems, public health, economics

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Other requirements

- Fluency in English required (written and spoken)
- Fluency in a second language (i.e. French, Hausa, Portuguese, Swahili, Bangla, etc.) desirable.

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