

Global Alliance for Improved Nutrition

Job title:	Project Officer, Youth Engagement
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Classification:	Grade 3	Direct reports:	0
Work location	Islamabad, Pakistan	Travel required:	25%

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 who 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.

Children and Young People is one of GAIN's core programmes focused on shaping food systems to protect and respond to the needs of children and young people as they grow and evolve. This programme advocates for systems initiatives that prioritise the needs of children, young people and their families, help guide their positive food choices, and include them in decision-making processes.

Nourishing Food Pathways (NFP) is a new multi-donor-funded, five-year program aimed at strengthening and supporting the implementation of national food system pathways (i.e., strategies for improving the functioning of local food systems) so they can accelerate improvements in the consumption of safe nutritious food for all, especially the most vulnerable, produced in a sustainable way. As part of the NFP, GAIN seeks to use meaningful youth participation (MYP) approaches to better include youth voices in the development and implementation of national food systems pathways in Bangladesh, Pakistan and Tanzania and in strategic global fora that elevates the importance of food systems and expand GAIN's work on healthy school environments.

The Project officer, Youth Engagement will be responsible for operation duties in Pakistan. In Pakistan, this project will systemically engage young people in national food policy, through targeted national influencing campaigns and developing young people's capacity to participate in policy spaces. Linking local and global efforts, globally we will continue to support the Act4Food movement to stimulate a movement of young people interested in food and engaged in reimagining food systems.

DESCRIPTION
<p>Overall purpose</p> <p>The Project Officer will work in close collaboration with the Pakistan Head of Policy & Advocacy and Global Theme Lead to implement and monitor the Youth Voices project in Pakistan and ensure project activities are implemented within approved plans, budget, and quality standards.</p> <p>Tasks and responsibilities</p> <p><u>Project management and support and coordination</u></p> <ul style="list-style-type: none"> Provide strategic support to country team in the design, planning and implementation of the new NFP youth project as per the GAIN Project Management Guidelines (PMG). Collaborate with the GAIN colleagues,

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consultants and partners on the design and planning of project scope, activities, work plans, Theories of Change and results framework.

- Enable adaptation and roll out of the Youth Leadership in Food Systems Programme in Pakistan.
- Understand relevant environment, gender and safeguarding themes and their presence and relevance in project activities.
- Facilitate implementation of project activities in compliance with the policies and best practice standards of GAIN.
- Facilitate project review meetings at regular cycles and ensure (track) documentation of findings and recommendations in PRISM. Any other assignment as agreed with the Head of Policy & Advocacy and the Theme Lead when need arises.

Project documentation and reporting

- Be responsible for the regular updating of PRISM and monitoring frameworks to ensure accurate documentation of project/activity progress for project review meetings.
- Source, collate and compile data and information to identify emerging issues, track and report on project progress against established milestones and deliverables,
- Prepare and maintain project documentation and PRISM for reporting, monitoring and evaluation purposes to ensure accessibility of quality information and contribute to the achievement of project outcomes.
- Identifying, tracking, and resolving project issues on an ongoing basis, and proactively seeking support where issues require wider attention and resolution.

Stakeholder management, communications and advocacy

- Under the supervision of the Head of Policy & Advocacy conduct regular field monitoring visits of the activities conducted under the project by partners. Follow up with partners to ensure timely submission of reports and prepare timely monitoring reports with findings and recommendations.
- Maintain strong partnerships with the Government of Pakistan, civil society, INGOs, government entities, private sector and other organizations and support efforts to establish a youth nutrition network.
- Drive internal and external awareness of GAIN's food systems for youth work (including dissemination of project activities and findings, communications assets, working papers and other publications on GAIN's work) as required, represent GAIN at government and donor meetings, technical groups and seminars / conferences.

Procurement, Payments and Financial Reporting

- Oversee all administrative aspects of the procurement process including budgeting, procurement supporting with the drafting of agreements and contracts and logistical arrangements within ethical and procurement standards and guidelines.
- Support the supervisor in preparing donors' reports in collaboration with project teams, technical teams, funding team and support teams.

Key organizational relationships

- Reports to the Pakistan Head of Policy & Advocacy (Line manager)
- Programme Lead, Empowering Food Systems Actors
- Portfolio lead, Policy Associate, Country Director (Pakistan Office)
- Global Youth Campaigns Coordinator
- Youth projects associates (Bangladesh and Tanzania)
- Policy, Engagement and Advocacy and Knowledge Leadership Teams

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JOB REQUIREMENTS
<p>Competencies</p> <ul style="list-style-type: none"> • Strong communication, teamwork, and facilitation between programme teams with varying levels of technical knowledge. • Confidence in managing the implementation of programme activities, including working directly with low-income youth. • Highly motivated with the ability to work independently and able to deliver high quality work and achieve milestones within tight deadlines. • Strong written and verbal communication and presentation skills, including a proven ability to communicate diverse and disparate information and messaging in simple and concise formats. • Team player, flexible and goal-oriented, a real “can do” attitude. Willingness to take direction and learn from others. • Ability to influence, negotiate and network, and an aptitude for external representation. • Strong interpersonal skills with ability to engage with diverse audiences and cross culturally. • Ability to use initiative, prioritize, multi-task, and work well under pressure to meet deadlines. • Computer literacy with excellent Excel, MS word, Outlook, and Power Point skills. • Ability to create partnerships and effectively liaise with a range of partners.
<p>Job specific competencies</p> <ul style="list-style-type: none"> • Good understanding of nutrition and food systems concepts in programmes and policy. • Good understanding of current food systems trends and youth priorities, and able to identify knowledge and practice gaps. • Familiarity with meaningful youth engagement, human-centered design and social and behavior change communications approaches. • Familiarity with working in an international context across multiple countries
<p>Experience</p> <ul style="list-style-type: none"> • Demonstrable experience in youth programming in Pakistan providing coordination support, policy engagement or project management. • Proven experience in managing and delivering projects on time / on budget, using project management processes and tools including risk management, benefits management, financial management and quality assurance project management. • Experience in food systems or nutrition programming would be an asset. • Experience in working with officials from the Government of Pakistan, civil society organizations including youth organizations, and school networks. • Demonstrated success in working in multi-sectoral programmes and multi-cultural settings. • Experience setting up new projects. • Experience in group facilitation to ensure effective stakeholder participation and consensus building.
<p>Education</p> <ul style="list-style-type: none"> • Bachelors’ degree or equivalent in Youth Studies, Community Development, Economics, Nutrition, Sociology, Development, or related field.
<p>Other requirements</p> <ul style="list-style-type: none"> • Fluency in English and Urdu essential (written and spoken). • Working knowledge of other languages would be an asset • Must be willing and able to travel internationally regularly.

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WHAT GAIN OFFERS
<ul style="list-style-type: none">• A competitive remuneration package• Flexible working hours• Friendly working environment• Professional development opportunities• The chance to make a lasting contribution to reducing global malnutrition