

The Global Alliance for Improved Nutrition

Job title:	Senior Monitoring Associate
-------------------	-----------------------------

Classification:	Grade 4	Direct reports:	0
Work location	Kampala, Uganda	Travel required:	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.

DESCRIPTION
<p>Overall purpose</p> <p>The Senior Monitoring Associate is responsible for project monitoring across the GAIN Uganda portfolio of projects and ensuring that the projects are in line with donor requirements and expected outputs and outcomes. They will provide senior technical support to the field project teams to design, coordinate and implement the monitoring framework of the various donor projects.</p> <p>This position will functionally report to the Country Director with all technical aspects of the work managed by the Programme Monitoring Lead and Knowledge Leadership team. There will also be close collaboration with the centralized programme teams. GAIN implements several projects that are market based. The position holder should understand how these are different from typical development projects.</p>
<p>Tasks and responsibilities</p> <p>Monitoring and program improvement</p> <ul style="list-style-type: none"> • Contribute to the development of project theories of change and results frameworks and plans in collaboration with project managers in GAIN Uganda, the Knowledge Leadership (KL) team and Programme Monitoring Lead. • Responsible for supporting with the oversight of the in-country monitoring activities for all projects. • Support in the consolidation of the country Learning Agenda to capture project learning and inform improvements to projects and strategy. • Support the design and adaptation of the project monitoring tools and processes and support in the training and quality assurance of the project monitoring components. • Conduct monitoring field visits as required to ensure that project progress is on track. • Ensure timely and good-quality routine activity progress monitoring and reporting by implementing

The Global Alliance for Improved Nutrition

partners.

- Manage and ensure consistent collection, analysis, review, and interpretation of project monitoring data.
- Ensure appropriate completion and systematic storage for general project documents as well as datasets and assessment specific documentation.
- Contribute to annual work plan development and budgeting.
- Backstop the project implementation teams and implementing partners to support capacity development and training on quality assurance.
- Responsible for tracking key milestones and closely monitor project outputs and key deliverables.
- Conduct monitoring field visits to support country teams in tracking outputs and deliverables, as required.

Reporting and stakeholder engagement

- Manage and ensure consistent review, data analysis and preparation of reports on monitoring indicators.
- Review and interpret monitoring data as part of preparation for GAIN's performance and donor reports and ensure quality of project reports aligning with the theory of change and results framework.
- Contribute to analysis of information collected and support all dissemination efforts including writing reports, briefs and other materials.
- Support the dissemination of monitoring results to appropriate audience, interpretation of data and follow-up / corrective action.
- Receive and compile reports from project teams, check the quality of deliverables against workplans and agreements, and prepare summaries of project performance ensuring compliance with donor and internal requirements.
- Oversee and support the operationalization of project monitoring activities in alignment with project impact pathways and results frameworks.
- Collaborate with the Knowledge Leadership (KL) team and Programme Monitoring Lead to improve / adapt monitoring tools and project result frameworks.

Key organisational relationships

- Reports to the Country Director
- Works closely with all project teams at GAIN
- Works closely with the KL team
- Works closely with the Programme Monitoring Lead

JOB REQUIREMENTS

Competencies

- Expertise in monitoring, project management, and project communications.
- Proven ability to use initiative, prioritize, multi-task, and work well under pressure to meet deadlines.
- Proven ability to generate and deliver reports that provide useful insight into project details.
- Clear and systematic thinking that demonstrates good judgment, problem solving, and creativity.
- Strong communication skills in multi-cultural, multi-lingual environments (written and verbal).
- Flexible, with a willingness and ability to travel in challenging environments.
- IT literate with excellent MS Office skills. Advanced Excel skills.
- Capacity to work remotely and independently.
- Self-motivated, high energy and solution oriented.

The Global Alliance for Improved Nutrition

- Clear and systematic thinking that demonstrates good judgment, expert problem solving, and creativity.

Experience

- Demonstrable experience supporting project monitoring and project management in international development, food supply chains, small and medium enterprises, and/or process control and improvement.
- Experience in monitoring & reporting for market-based projects is essential.
- Demonstrated excellence in written/verbal communications, research, writing, and analytical ability.
- Experience in the development and operationalization of result frameworks and monitoring plans.
- Demonstrated experience in critical analysis skills to extract key learning and effective practices from research findings.

Education

- Bachelors or Master's' in a relevant field such as business and marketing, food technology, agriculture, food science, nutrition, food economics, or other relevant field.

Other requirements

- Willingness and ability to travel frequently to the field.
- Fluency in English, written and verbal.

WHAT GAIN OFFERS

- Flexible working hours
- Friendly working environment
- Professional development opportunities