

Global Alliance for Improved Nutrition

Job title:	Project Officer, Ethiopia Food Systems Dashboard
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Classification:	Grade 3	Direct reports:	0
Work location	Addis Ababa, Ethiopia	Travel required:	50%

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. Working with governments, businesses and civil society, we aim to transform food systems so that they deliver healthier diets for all people, especially the most vulnerable.

Headquartered in Geneva, Switzerland, GAIN has offices in countries with high levels of malnutrition: Bangladesh, Benin, Ethiopia, India, Indonesia, Kenya, Mozambique, Nigeria, Pakistan, Rwanda, Tanzania and Uganda. To support work in those countries, we have representative offices in the Netherlands, the United Kingdom, and the United States.

At GAIN, we believe that everyone in the world should have access to nutritious, safe, and affordable food. Today, one in three people - drawn from nearly every country on the planet - are unable to consume enough nutritious food. We work to develop and deliver solutions to this daily challenge.

DESCRIPTION
<p>Overall purpose</p> <p>The Food System Dashboard is a comprehensive tool designed to visualize and analyze data related to food systems. It aims to provide insights into various aspects of the food system. The Dashboards visualize key information and facilitate understanding for complex systems.</p> <p>The Ethiopia Food Systems Dashboard development is a project that has been created and designed to collate food systems data for all regions, and additional data for the three regions, which will provide access to evidence in one place to support data-informed decision-making.</p> <p>The project aims to improve awareness and a deeper understanding of key food systems issues and linkages at national and regional levels. This will then strengthen the capacity of local stakeholders and institutions to lead and manage the food systems transformation process by providing the tools, knowledge and capacity needed.</p> <p>The Project Officer will support the technical work and provide support on data generation, analysis and overall support for the Ethiopia Food Systems Dashboard development.</p>
<p>Tasks and responsibilities</p> <p>Support with the development of a subnational Food Systems Dashboard for Ethiopia</p> <ul style="list-style-type: none"> • Support an initial desk research to gain an understanding of similar data platforms and what other stakeholders do to meet their aims and objectives. • Carry out stakeholder mapping to help identify and prioritize the stakeholders that we need to engage with in order contribute to the development process. • Support in conducting of stakeholder interviews for identifying the main data sources and priority food systems indicators to include in the Ethiopian subnational dashboard and better understand future user's wants and needs.

Global Alliance for Improved Nutrition

- Review secondary food systems data sources available at national and regional levels and work closely with stakeholders to provide a list of other possible relevant data sources, indicators, and identify specific access requirements.
- Provide inputs to assess quality of data received from different custodians and decide suitability for the Ethiopia Food Systems Dashboard based on agreed established criteria.
- Complete the metadata spreadsheet and work in close collaboration with government stakeholders to complete the datasheet once the metadata is approved, including data cleaning, disaggregation, and formatting of data in a way that it can be extracted and uploaded in the Food Systems Dashboard.

Stakeholder engagement and logistics

- Support the logistics and the organization of the stakeholder advisory group convenings.
- Support the logistics and the organization of country engagement workshops to train key potential users on the use of the Ethiopia Food Systems Dashboard.

Advocacy and communication

- Support the development of dissemination of communications strategy and activities.
- Attend meetings related to the Food system dashboard, food systems report, action plan, and prepare factsheet and other materials.
- Communicate as needed with other collaborators on the NFSD and Action Plan.
- Support the development and implementation of the action plan to operationalize the food system subnational dashboard.
- Prepare briefs, memos, high profile slide decks, and engage in other content development support.
- Monitor usage of the subnational dashboard and propose the required changes.
- Compile data, conduct data analysis & synthesize findings for reports, briefs, and for engagement with government and other stakeholders.
- Meet urgent data requests that require searching several databases/data sources and reports.
- Provide support to prepare terms of reference for various tasks to be assigned to 3rd parties / vendors / consultants and process the Contract Life cycle Management system (CLM)
- Maintain a reference document repository.
- Any other tasks assigned by the line manager.

Key organisational relationships

- Reports to the Head of Policy and Advocacy
- Engagement with the Knowledge Leadership Team.
- Regular engagement with stakeholders and other supporting organizations.
- Close collaboration with Policy and advocacy and GAIN Ethiopia teams.

JOB REQUIREMENTS

Competencies

- Ability to conduct desk research, literature reviews, and other research analysis and synthesize findings.
- Ability to conduct landscape analysis.
- Analytical and technical skills.
- Demonstrable data analysis skills and ability to review data, generate, and present meaningful reports from the findings.
- Excellent communication skills, both oral and written.
- Ability to present complex information to non-technical audiences.
- Computer literate, with strong PowerPoint presentation skills.
- Ability to work within tight time schedules.

Global Alliance for Improved Nutrition

Experience

- Proven track record in supporting food and nutrition policy dialogue.
- Experienced in government and private sector stakeholder engagement.
- Experienced in conducting literature review.
- Experience with data analysis, visualization, and reporting.
- Strong data source identification, reviewing and analysis experience.

Education

- Bachelor's degree in nutrition, Public Health, International Development, Sociology, Economics, or equivalent.

WHAT GAIN OFFERS

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