

Global Alliance for Improved Nutrition

Job title:	Project Officer - Community Engagement		
Classification:	Grade 3	Direct reports:	0
Work location	Western Province-Nyamasheke District	Travel required:	10% to Kigali office as required

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.

GAIN Rwanda new programme, combating Malnutrition in Rwanda through Sustainable Food Systems 2025-2030, aims to support the Government of Rwanda and market actors to transform the food system to support healthier diets and deliver better nutritional outcomes for women and children, as well as the broader Rwandan population. Regarding the food system, the programme has prioritized three value chains, eggs, high-iron beans (HIB), and fruit, and aims to work throughout the supply chain, from production to retail, to deliver greater availability and affordability of these foods.

This programme will be implemented in the Western Province in the districts of Rusizi, Nyamasheke, Karongi, Rutsiro, and Nyabihu. The programme will work closely with government agencies e.g. MINAGRI, Rwanda Agriculture Board (RAB), Rwanda FDA, Ministry of Commerce, UN agencies, MOH, NCDA

DESCRIPTION
Overall purpose The Project Officer – Community Engagement will play a key role in coordinating, implementing, and monitoring community-based activities under the Combating Malnutrition in Rwanda through Sustainable Food Systems (CMR-FS) programme. Operating across the five target districts in Rwanda’s Western Province, the officer will be based in Nyamasheke district. They will support community-level engagement by mobilizing and working closely with key local actors, including Community Health Workers (CHWs), Early Childhood Development (ECD) volunteers, healthcare providers, and private sector stakeholders engaged in the programme’s core value chains: High-Iron Beans, Eggs, Large-Scale Food Fortification (LSFF), and the tea estate sector. Working in collaboration with district authorities and existing coordination platforms, the officer will support the delivery of nutrition-sensitive interventions designed to strengthen local food systems. This includes facilitating community mobilization sessions, organizing and supporting stakeholder training, and promoting access to nutritious foods. This role directly contributes to improving the availability, accessibility, and affordability of healthy

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diets, aligning with national priorities to enhance household dietary diversity, food security, and child nutrition outcomes through sustainable and locally anchored food systems.

Tasks and responsibilities

Community Nutrition Implementation

- Collaborate with the Project Manager Community Engagement to support operational delivery and monitor the community-based nutrition activities.
- Work with local authorities, CHWs, ECD Centres, and tea estate communities to implement nutrition interventions at Health center, community, and ECD levels.
- Facilitate participatory processes involving local stakeholders to implement SBCC campaigns and emo-demos ensuring culturally appropriate and relevant messaging.
- Support the Project Manager in designing and implementing activities on tea estates.
- Support the training and supervision of local facilitators and field practitioners on the use of SBCC materials and emo-demo toolkits.
- Monitor the distribution and utilization of nutrition education materials, job aids, and training manuals.
- Coordinate targeted interventions with local private sector actors to increase the availability and affordability of nutritious foods, ensuring the establishment or improvement of healthy Line Shops.
- Actively engage in multi-sectoral platforms at the district level to align project activities with local development priorities.

Project Management

- Participate and contribute to development and implementation of project work plans.
- Provide assistance to the Project Manager by documenting and monitoring the project progress against project workplan and budget.
- Collect, document, collate and analyze project data for monitoring and management information purposes
- Provide support for the timely submission of high-quality reports, success stories and other documents as per organizational procedure and donor requirements.
- Prepare monthly updates and organize timely meetings with project stakeholders.
- Contribute reports, activity-specific reports, and drafting of project success stories.
- Provide support to the Project Manager in organizing key events planned under the project at the district levels.

Field Support

- Comply with and champion themes related to the project, e.g., gender, youth, diversity and safeguarding etc.
- Support to coordinate and organize time-bound project site visits.
- Support to identify potential issues or risks that could affect the progression of the project and inform the project manager. With the guidance of the Project Manager, conduct regular follow-up and monitoring of the activities implemented by project partners or private actors, cooperatives; prepare timely monitoring reports with findings and recommendations.

Key organizational relationships

- Reports to the Project Manager Community Engagement
- Close collaboration with the Project Officer, Value Chain Development, GAIN Rwanda team.
- Liaises regularly with GAIN Programme and Knowledge Leadership teams.

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- Health providers, CHWs, Private actors, project partners, SMEs, Government, Donors, NGOs and Private Sector.

JOB REQUIREMENTS

Competencies

- Understands nutrition programming with a focus on community mobilization and engagement at local levels.
- Excellent field coordination capabilities.
- Clear and systematic thinking that demonstrates expert problem solving, creativity, and good judgement.
- Goal-oriented, results-driven, ability to take initiative and comfortable with ambiguity.
- Ability to mobilize individuals within or outside their reporting line.
- Good interpersonal, influencing and communication skills.
- Diplomacy and negotiation skills.
- Demonstrable understanding of the market systems development, for nutrition and food systems.

Experience

- Experience in community-based project implementation, preferably in nutrition, Public Health, agriculture, or livelihoods using Market system development (MSD) approaches.
- Experience working with community health structures (CHWs, ECDs), cooperatives, or SMEs.
- Familiarity with nutrition-sensitive agriculture, behavior change communication (SBCC), or food systems programming.

Education

- Bachelor's degree in nutrition, Public Health, Foods science, or related field.

Other requirements

- Must be willing to be based in Nyamasheke District with frequent travel across the four other districts where the CMR-FS program operates.
- Fluency in Kinyarwanda and working proficiency in English; French is an asset.

WHAT GAIN OFFERS

- A competitive remuneration package
- Flexible working hours through hybrid working opportunities
- Friendly working environment

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- Professional development opportunities
- The chance to make a lasting contribution to reducing global malnutrition

Please note that job descriptions cannot be exhaustive, and the post-holder may be required to undertake other duties, which are broadly in line with the above key responsibilities.