

## Global Alliance for Improved Nutrition

<b>Job title:</b>	Project Manager- Large Scale Food Fortification (Kenya)		
<b>Classification:</b>	Grade 5	<b>Direct reports:</b>	1 - 5
<b>Work location</b>	Nairobi, Kenya	<b>Travel required:</b>	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. 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

Large Scale Food Fortification (LSFF) is a cost-effective nutrition intervention which complements other interventions to fight malnutrition. Because it improves the nutrient content of basic staples and condiments that are part of daily diets, it can reach billions of people with essential vitamins and minerals without requiring any change to their behavior. It increases the health and productivity of people and nations, benefiting people all over the world.

GAIN supports Large Scale Food Fortification (LSFF) though providing technical support and training to food producers to improve the quality of fortified foods, supporting governments to establish and strengthen LSFF programs, coordinating multi-sectoral efforts to improve LSFF monitoring and enforcement, improving fortification quality, among others.

DESCRIPTION
<p><b>Overall purpose</b></p> <p>The Project Manager provides functional, technical, and managerial leadership to projects and teams in the Large-Scale Food Fortification (LSFF) Portfolio.</p> <p>The Large-Scale Food Fortification portfolio focuses on activities including strengthening fortification enabling environment, including governance mechanisms, implementation of systems innovations, stakeholder engagement, capacity building and technical assistance, and generation and dissemination of fortification knowledge.</p> <p>The Project Manager will lead a high performing cross-functional project team, establish, manage, and maintain relationships with relevant partners and stakeholders globally and in Kenya such as Kenya Bureau of Standards, Ministry of Health, Ministry of Trade, County Government Departments, staple food producers and millers.</p>

## Global Alliance for Improved Nutrition

The Project Manager holds overall accountability for project management delivery and leadership, ensuring that activities are implemented in accordance with approved plans, budgets, timelines, and quality standards. Across the full project life cycle, the role ensures robust planning, implementation, monitoring, external services, risk management, financial oversight, and accurate internal and donor reporting to enable the successful delivery of LSFF projects.

### Tasks and responsibilities

The Project Manager will work closely with the GAIN Kenya Deputy Country Director and Head of Programmes, the global GAIN Food Fortification team and our network of stakeholders to deliver key outcomes, including:

#### Project Design, Planning and Implementation

- Provide strategic leadership in the design, planning and implementation of LSFF projects as per the GAIN Project Management Guidelines (PMG).
- Define the LSFF project scope, activities, and objectives in line with GAIN business plans, programme frameworks, and strategic priorities, and lead project design and planning workshops.
- Strengthen the technical and institutional capacity of key stakeholders across the food fortification value chain (including producers, laboratories, premix blenders, and government regulators) to ensure effective fortification and regulatory compliance.
- Monitor contextual dynamics and project risks, and adapt implementation modalities while developing contingency plans, escalating issues as appropriate.
- Lead the preparation for the inception workshop for the project. Facilitate the inception workshop with support from the other teams in GAIN.
- Facilitate project review meetings at regular cycles and ensure (track) documentation of findings and recommendations in PRISM.
- Ensure effective planning, coordination, and delivery of food fortification inputs, including premix, fortification hardware, and laboratory and diagnostic supplies, addressing supply chain risks that could affect project outcomes.

#### Project Management and Oversight

- Responsible for consulting and/or communicating on any change requests or course corrections.
- Identify, track and resolve project issues on an ongoing basis, and proactively seek support where issues require wider attention and resolution.
- Work with relevant environment, gender and safeguarding specialists to ensure that they are integrated in project designs and implementation plans.
- Ensure that implementation of project activities is in line with the policies and best practice standards of GAIN.

#### People and Team Management

- Lead a high performing project team consisting of people across the organization, bringing together the skills, experience and competencies required for successful project delivery.
- Build a positive and inclusive culture and working environment for the staff to carry out their activities.
- Recruit, manage, and develop project staff in line with GAIN policies, ensuring effective performance management, induction, training, and ongoing coaching or mentoring.
- Promote and ensure adherence to GAIN's code of conduct and organizational principles, including equity, diversity, gender, child safety, and staff health and wellbeing.

## Global Alliance for Improved Nutrition

### Relationship Management

- Lead on advocacy and accountability initiatives involving private sector leaders such as CEOs, public-sector, third-party advocates, implementing partners and other key stakeholders.
- Coordinate multi-sectoral efforts across government, private sector, NGOs, civil society, development partners and other stakeholders to improve LSFF coverage and compliance.
- Engage key external partners in project design, implementation, and review.
- Represent the project and organization in external forums as agreed with the Deputy Country Director.
- Build and maintain a culture of mutual accountable partnership with other teams within GAIN that supports programmes and projects.
- Work closely with Project Sponsors, Project Review Team (QUADs) and the Project Oversight Committee (POC) to manage and deliver effective projects.
- Supporting governments to establish and strengthen LSFF programs; specifically enabling a strategic, systematic, collaborative, transparent and economic regulatory landscape and therefore, improving LSFF impact overall.
- Sharing information and best practices and advocating for increased support and adoption of LSFF including LSFF data collection and analysis by the private and public sector.
- Private sector mobilization on food fortification and supporting efforts to strengthen technical capacity.

### Resource Management

- Prepare donor reports and monthly project updates in collaboration with project, technical, and support teams, ensuring compliance with GAIN and donor requirements.
- Oversee budgeting, forecasting, and financial management to keep project activities within approved budgets.

### Key organizational relationships

- Reports to the Deputy Country Director and Head of Programmes.
- GAIN's global food fortification team and the QUAD project management mechanism.
- GAIN Programme Team, including LSFF Advocacy and Knowledge Leadership teams.
- Line management and mentoring of project support staff.
- Government, Donors, NGOs, Private Sector, Academia and others

## JOB REQUIREMENTS

### Competencies

- Excellent project management capabilities.
- Strong team leadership abilities with the ability to motivate and mobilise individuals within or outside their reporting line.
- Clear and systematic thinking that demonstrates good judgement, expert problem solving, and creativity.
- Good interpersonal, influencing and communication skills.
- Diplomacy, tact and negotiation skills.
- Demonstrable understanding of the gender and protection dynamics of humanitarian and development work, and ability to capture this in the analysis and design of interventions.

## Global Alliance for Improved Nutrition

<ul style="list-style-type: none"> <li>• Strong ability to be flexible and adaptable in times of unexpected challenges and provide creative solutions, whilst maintaining the ethos and objectives of the work at all times.</li> <li>• Strong ability to work with diverse groups/individuals, ranging from local partners, local authorities, local community groups, the civil society and the private sector.</li> <li>• Computer literacy with good Excel, MS Word, Outlook, and Power Point skills.</li> </ul>
<p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• Demonstrated experience in developing and managing projects in international development, including experience of Large-Scale Food Fortification, nutrition, or related areas (essential).</li> <li>• In-depth experience and knowledge of compliance, quality and impact of Large-Scale Food Fortification and working with industry and government of Kenya.</li> <li>• Experience working on advocacy efforts and working with civil society organizations.</li> <li>• Proven experience in project management in complex and diverse environments.</li> <li>• Proven experience in delivering projects on time / on budget, using project management processes and tools including risk management, benefits management, financial management and quality assurance.</li> <li>• Proven ability in staff management, including coaching, motivation, performance assessment, conflict prevention, and management.</li> <li>• Proven ability to use group facilitation to ensure effective stakeholder participation and consensus building.</li> <li>• Proficiency in English (written and spoken).</li> </ul>
<p><b>Education</b></p> <ul style="list-style-type: none"> <li>• Degree or equivalent recognized international accreditation in a project management and/or bachelor's degree in food science and technology, Nutrition, business management, sustainable development or related studies.</li> <li>• Training or certification in food fortification or micronutrient interventions, food safety, quality assurance is an added advantage.</li> </ul>
<p><b>Other requirements</b></p> <ul style="list-style-type: none"> <li>• Must be willing and able to travel</li> <li>• Fluent written and verbal English</li> </ul>
<p><b>WHAT GAIN OFFERS</b></p>
<ul style="list-style-type: none"> <li>• A competitive remuneration package</li> <li>• Flexible working hours through hybrid working opportunities</li> <li>• Friendly working environment</li> <li>• Professional development opportunities</li> <li>• The chance to make a lasting contribution to reducing global malnutrition</li> </ul>

*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.*