

## The Global Alliance for Improved Nutrition

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| <b>Job title:</b> | Senior Monitoring Associate, Commercialisation of Biofortified Crops (CBC) |
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| <b>Classification:</b> | D4 – Senior Associate              | <b>Direct reports:</b>  | 0   |
| <b>Work location</b>   | New Delhi, India or Nairobi, Kenya | <b>Travel required:</b> | 30% |

The Global Alliance for Improved Nutrition (GAIN) is a Swiss-based foundation launched at the UN in 2002 to tackle the human suffering caused by malnutrition. Working with both governments and businesses, we aim to transform food systems so that they deliver more nutritious food for all people. In particular, we aim to make healthier food choices more desirable, more available, and more affordable. GAIN's mission is to advance nutrition outcomes by improving consumption of nutritious and safe food for all people, especially the most vulnerable to malnutrition.

| DESCRIPTION  |
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| <p><b>Overall purpose</b></p> <p>In 2018 GAIN and HarvestPlus entered into a partnership with a shared ambition to expand coverage of biofortified nutrient dense foods to at least 200 million consumers, initiating activities in six targeted countries (India, Pakistan, Bangladesh, Kenya, Nigeria and Tanzania) where malnutrition is most pervasive. The focus will be on biofortified varieties of six highly promising crops, developed by HarvestPlus and its partners. These crops form the frontline cluster of sentinel nutritious staple crops to be considered for commercialisation at scale by the partnership.</p> <p>GAIN and HarvestPlus have each developed products, technologies and delivery tools that have demonstrably improved diet quality for hundreds of millions in low-income communities. The partnership will focus on expanding reach and coverage of biofortified nutrient-enriched crops to consumers via market channels, with a heavy emphasis on commercialisation of both seed and crops as ingredients into the food system.</p> <p>Globally, the Programme Services Team (PST) provides technical and programme management support to the implementation of the Commercialisation of Biofortified Crops (CBC) programme.</p> <p>GAIN is seeking a Senior Monitoring Associate to support the monitoring, progress tracking and reporting, knowledge management, and learning activities under the CBC global and country programmes.</p> |
| <p><b>Tasks and responsibilities</b></p> <p><u>Monitoring and programme management support:</u></p> <ul style="list-style-type: none"> <li>• Collaborate with the Programme Leads, Programme Officer and Communications Associate to track project performance, quality, and expenditure.</li> <li>• Receive and compile reports from country teams, check the quality of deliverables against workplans and agreements, and prepare summaries of project expenditure and performance ensuring compliance with donor and internal requirements.</li> <li>• Oversee and support the operationalisation of programme monitoring activities in alignment with programme impact pathways and results frameworks.</li> <li>• Collaborate with the Knowledge Leadership (KL) team to improve / adapt monitoring tools and programme result frameworks.</li> </ul>  |

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- Manage and ensure consistent collection, analysis, review, and interpretation of programme monitoring data and prepare reports in alignment with donor and internal requirements.
- Backstop the programme implementation teams and implementing partners to support capacity development and training on quality assurance.
- Track key milestones and closely monitor programme outcomes and key deliverables.
- Conduct monitoring field visits to support country teams in tracking outcomes and deliverables, as required.

### Knowledge management and learning support:

- Ensure programmes adopt and implement learning agendas, and that learnings are shared.
- Responsible for ensuring that relevant learnings are documented, archived, and made accessible by supporting and developing knowledge management activities across country programmes
- Facilitate learning processes and integrate insights from the learning process into decision-making processes.
- Support the synthesis of research and project reports into high level knowledge products that can be used to guide decision making and promote learning within the programmes, across the organization, and externally.
- In collaboration with the team, prepare and disseminate of policy briefs, success stories, progress highlights and other materials.

### **Key organisational relationships**

- Reports to the Programme Lead, CBC programme
- Forms part of the PST team
- Works closely with the CBC country and global programme teams at GAIN and HarvestPlus
- Works closely with the KL team
- Regularly liaises with the Communications team

## **JOB REQUIREMENTS**

### **Competencies**

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

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### Experience

- Previous, substantive work experience supporting programme monitoring and project management in international development, food supply chains, small and medium enterprises, and/or process control and improvement.
- 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

- Masters 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 occasionally in the project countries.
- Fluency in English, written and verbal.

### WHAT GAIN OFFERS

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