

Global Alliance for Improved Nutrition

Job title:	Senior Project Associate
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Classification:	Grade 4	Direct reports:	1 - 5
Work location	Delhi, India	Travel required:	Up to 40 %

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.

GAIN has significantly contributed towards the fight against micronutrient malnutrition in India through innovative and sustainable models that increase access to nutritious products and services among communities vulnerable to such malnutrition. GAIN takes on the challenge presented by micronutrient malnutrition by devising market-based programs that build on the existing delivery mechanisms, as well as new models driven by innovative strategies customized to local needs that can address the problem and create sustainable impact at scale. These programs are aimed at improving the nutritional intake of the population at large.

One of the pillars of GAIN's work has been large scale food fortification. Since 2006, GAIN has worked closely with state governments, the private sector, federations and cooperative bodies on fortification of staple foods; wheat flour, edible oil and milk, in order to address micronutrient deficiencies at population level. India has a high burden of undernutrition and micronutrient malnutrition. Per-capita consumption of micronutrient-rich foods like fruits, vegetables, egg, fish, and meat is quite low across the population. Fortification of staples like wheat flour as well as essential and high consumption items like salt, oil, and milk with micronutrients like iron, iodine, folic acid, vitamin B12, and vitamins A and D helps to deliver micronutrients through both the open market and government distribution channels. GAIN's approach in India has been to provide technical input at the policy level to create an enabling environment, support capacity building of the private sector, support quality assurance and quality control within industry, train and equip regulators and selectively work with the state government departments to introduce fortified staples in the government funded welfare programs.

GAIN is implementing projects spanning multiple Indian states for scaling up edible oil, milk and wheat flour fortification through both- government funded safety net programmes and open market channels. Additionally, GAIN also supports in piloting innovative solutions to ensure quality fortified foods in the market.

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DESCRIPTION
<p>Overall purpose</p> <p>Reporting to the Senior Project Manager, GAIN India, the Senior Project Associate will provide project management support in implementing GAIN's activities under the Large- scale Food Fortification projects.</p> <p>This will include day to day project management with oversight of the executing agencies (EAs), on-going engagement with the Food Fortification Resource Centre (FFRC) established at the Food Safety & Standards Authority of India (FSSAI); development sector partners and other key industry and government stakeholders at the national and state levels. The Senior Project Associate will work closely within the GAIN India team and with key departments in GAIN HQ for the smooth and coordinated implementation of the projects.</p> <p>Activities that the Senior Project Associate will directly oversee will include but not be limited to, working with state governments to facilitate a supportive stakeholder and policy environment, working with implementing agencies (EAs) to ensure engagement and capacity building within state governments, regulators and industry and driving impact through regular supervision and monitoring activities and consultants involved in the project. The Senior Project Associate will be directly responsible for the drafting of all donor related technical and financial reporting in consultation with the team members of GAIN.</p>
<p>Tasks and responsibilities</p> <p>Project Management</p> <ul style="list-style-type: none"> • Supporting the GAIN LSFF Project team in the overall management of the Fortification project with primary project management, reporting technical and financial documentation responsibilities for GAIN, donor and state government requirements. • Collaborate with the senior leadership of the partners, communications and implementation of all project components including effective performance management of EAs, other sub-contractors and technical consultants. • Responsible for timely convening, facilitation and associated documentation of project governance teams, guidance and strategic recommendations on the project, providing effective leadership for decisions and actions with GAIN and field teams housed in the EAs. • Responsible for overall reporting of the program progress including monthly, quarterly and annual reports for internal GAIN, donor and government requirements. • Ensure accurate and timely management of the funds and track budget utilization and proper financial reporting, with support from the Finance team in India and GAIN HQ. • Visit the field regularly to ensure that project progress is on track and risk mitigation plan is up-to-date. • Closely follow up with project partners and EAs responsible for implementing and provide technical assistance and undertake regular supervision to ensure the smooth running of the project and timely execution of the below specific activities • <u>Advocate for scale up with State Governments</u> • Collaborate within the GAIN India team and the EAs to develop key government partnerships and facilitate key stakeholder alignment. • Support the team in engaging key stakeholders to develop, revise and harmonize appropriate policies, directives, standards and guidelines on edible oil fortification as specific to respective states. • <u>Capacity building & facilitating industry on fortification</u> • Update training modules for sensitization and orientation of the industry partners on staple food fortification.

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- Organize training workshops in implementing states through respective EAs for sensitizing, orienting the industry partners and regulators and supporting establishment of Quality Control and assurance processes.
- Introducing Fortification through government
- Support the team in advocating with state governments to introduce fortified edible oil and wheat flour through government funded welfare programs such as the PDS, ICDS and MDM.
- Engage key stakeholders such as the Department of Food & Civil supplies, State Nutrition Mission and state level food corporations to take forward the fortified edible oil and fortified wheat flour procurement and distribution through government welfare programs.
- Monitoring
- Support developing/ refining monitoring frameworks and templates
- Execute routine project monitoring in collaboration with GAIN India and global teams
- Lead continuous and on-going cross-corrections
- Support evidence generation
- Grant management
- Ensure timely execution of project deliverables and budget utilization as per project forecasting
- Communication
- Coordinate with internal and external stakeholders for development of appropriate communication materials, technical documents, advocacy briefs, and related materials to drive key project activities

Key organisational relationships

- Reports to Senior Project Manager, LSFF, GAIN India
- Works closely with the Project Manager LSFF, Senior Policy Advisor, and Program Lead, on project implementation
- GAIN India and global LSFF team
- Development partners supporting LSFF
- Finance, HR, IT and Legal colleagues in GAIN HQ
- Food Fortification Resource Centre (FFRC) at FSSAI, executing agencies (EA), Country Coordinator team at GAIN India, Poshtik Network partners, Steering Committee, state governments, and other key external stakeholders.

JOB REQUIREMENTS

Competencies

- Excellent project management skills
- Strong communication skills in multi-cultural, multi-lingual environments (written and verbal) and excellent report-writing skills
- Strategic thinking in areas of nutrition and food systems relevant for GAIN's programming areas
- Strong communication and advocacy skills
- Demonstrated ability to work in a multi-cultural space, team player, and proactive in program and stakeholder management
- High level of professionalism and integrity
- Excellent project coordination, management, negotiation, and advocacy skills
- Demonstrated ability to work in multi-cultural environment, under pressure, and to meet deadlines

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<ul style="list-style-type: none"> • Computer literacy with good Excel, MS Word, Outlook, and Power Point skills.
<p>Experience</p> <ul style="list-style-type: none"> • Sound experience in project management, implementation, grantee oversight within international development / food industry experience • Demonstrated success in building and managing multi-disciplinary teams, engaging government and private sector stakeholders and collaborators in challenging program environments • Strong understanding of state level program delivery, documentation and coordination • Experience in a global, multicultural organization preferred • Experience working in a public/private partnership environment highly desirable • Private sector experience highly desirable
<p>Education</p> <ul style="list-style-type: none"> • Masters level training in social sciences/ development studies/ development economics or related fields or equivalent qualification / experience
<p>Other requirements</p> <ul style="list-style-type: none"> • Fluency in English (written and spoken) • A willingness and ability to travel extensively • Advocacy, communication, and leadership skills

<p>WHAT GAIN OFFERS</p>
<ul style="list-style-type: none"> • Flexible working hours • Friendly working environment • Professional development opportunities