

## The Global Alliance for Improved Nutrition

<b>Job title:</b>	Senior Project Manager, Sun Business Network (SBN) / Workforce Nutrition Coordinator
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<b>Classification:</b>	Grade 5	<b>Direct reports:</b>	1 - 5
<b>Work location</b>	Addis Ababa, Ethiopia	<b>Travel required:</b>	Up to 50% within Ethiopia

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. GAIN's mission is to advance nutrition outcomes by improving the consumption of nutritious and safe food for all people, especially the most vulnerable to malnutrition. Working with both governments and businesses, we aim to transform food systems, in particular, we aim to make healthier food choices more desirable, more available, and more affordable.

Since our establishment, our vision for Ethiopia is to address the nutrition challenges, holistically, applying a systems' approach that links production, processing, packaging, transport, trade, markets, and consumption of safe and nutritious food. In support of this, GAIN Ethiopia seeks partnerships and builds strategic alliances with Government Institutions, businesses, development partners and donor organizations. One such initiative is the SUN Business Network (SBN).

SBN is one of four global networks within the Scaling Up Nutrition (SUN) Movement which supports 65 Countries, including Ethiopia, to develop multi-stakeholder approach to nutrition. GAIN and the UN World Food Programme (WFP) co-convene the SBN at global level. GAIN Ethiopia hosts the secretariat of the SBN Ethiopia and has supported the establishment of the SBN Ethiopia Executive Committee and works closely with the SUN Focal Point in Ethiopia.

SBN Ethiopia pushes for the nutrition agenda through:

- Convening and organizing businesses around national nutrition priorities.
- Assessing the challenges and opportunities facing businesses in scaling up their actions and investments in nutrition and facilitating partnerships at national and global level to support national businesses.
- Improving the enabling environment to incentivise businesses to act for nutrition, fostering strong links and partnerships for the SBN Ethiopia with SUN's Civil Society, Donor and UN networks, along with the Government of Ethiopia.

DESCRIPTION
<p><b>Overall purpose</b></p> <p>The Senior Project Manager, SBN will be directly responsible for the effective leadership and implementation of GAIN interventions on SBN, public-private partnership (PPP) and workforce nutrition agendas across projects in GAIN Ethiopia, coordinating the GAIN team in supporting the SBN Coalition, as well as other related nutrition agenda in Ethiopia.</p> <p>They will provide technical leadership, manage resources and handle the strategic and day-to-day activities that support the achievement of the project's objectives. The post-holder will be expected to quickly develop strong relationships with relevant partners, exploiting synergies within GAIN and with external stakeholders to ensure</p>

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continued, effective, and timely project delivery. You will be responsible for influencing, providing leadership, and reconciling stakeholders' interests in the project ensuring that the agreed objectives and aims are achieved.

The SBN Ethiopia Manager, as the GAIN liaison on SBN, will be supported with tools and guidance by the SBN Global team.

### Tasks and responsibilities

#### Project Management and oversight

- Accountable for the overall strategic management and delivery of the project activities, ensuring achievements are met with emphasis on strengthening the SBN Coalition in Ethiopia including national and regional level.
- Coordinate Workforce Nutrition interventions across projects.
- Lead and manage the development and implementation of project workplans, outputs and budgets and track progress, including direct provision of regular updates to the Workstream global leads, funders, and country team leadership.
- Ensure efficient management of project funds through regular tracking of funds utilization and gaps thereof along with Ethiopia and global finance point persons
- Oversee, Identify and assess project risks. Report on them and develop strategies across the team to address any risks.
- Work with the global SBN Program Support, Workforce Nutrition program support, Senior Program Manager, Knowledge, and Leadership (KL) Team, and internal stakeholders to successfully implement all components of the project
- Prepare reports and other technical documents that align to GAIN, donor, and Government requirements.
- Collaborate with other relevant GAIN departments for contracts, purchase orders, and project financial accounts
- Coordinate the project team including GAIN staff and external service providers and suppliers

#### Policy, Advocacy and stakeholder management

- Represent GAIN in various platforms and partners'/ government's meetings
- Facilitate the SBN Ethiopia Executive Committee meetings and collaborate with country and global teams to facilitate stakeholder alignment and develop key partnerships between public / Government and private sectors
- Engage with key partners including government departments to identify influencing agendas and harmonize policies, directives, standards, regulations, and guidelines appropriate to SBN, PPP and workforce nutrition
- Convening technical and policy level meetings between business, government, civil society, donors, and UN agencies to strengthen cross-sector dialogue on nutrition and build consensus on priorities and opportunities for business and nutrition in Ethiopia.

#### Knowledge management

- Roll out the SBN's finance, technical assistance, and business development surveys to assess SBN members for their needs – and identify new partnerships to address the challenges and opportunities facing business in Ethiopia to scale up their actions or investments in nutrition.
- Track lessons learned, ensuring they are documented and shared with other SBN networks and within GAIN country and global teams to ensure continued learning.
- Maintain a reference document repository, producing content and communication material for the global SBN

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### People Management

- Line manages a number of direct reports and consultants including supporting work plan development and performance management.
- Ensure the recruitment, management and development of high performing team in line with the demands of the programmatic strategy
- Coach, direct and support the wider project team to effectively deliver in a timely manner the project milestones

### Key organisational relationships

- Reports to Senior Program Manager
- GAIN Ethiopia Country Director, Policy Advisor, Head of Operations, Finance, Administration, Sr. Program Assistant and other program and admin team.
- Line manages the Junior SBN Associate
- Global program support teams, including SBN, Workforce Nutrition, KL, finance, and HR
- Other project managers and Specialists/Associates dealing with workforce nutrition, SBN and PPP in the project
- SBN Ethiopia Coalition
- Key government partners contributing to the SBN
- Interaction with key project partners (both private and service providers) and external stakeholders

## JOB REQUIREMENTS

### Competencies

- Strong leadership, motivational, analytical and problem-solving skills with proven business management capabilities
- Demonstrated success in leading projects and project management staff to achieve high quality results
- Excellent communication skills, both written and verbal
- Ability to present sometimes complex information to a diverse audience.
- Ability to negotiate, network and build relationships and influence at a high level.
- Able to work effectively within a multi-cultural, matrix-style organization.
- Analytical skills, able to review data and present meaningful reports.
- Able to effectively prioritize and multi-task, often working under pressure to achieve deadlines.
- Computer literacy with good Excel, MS Word, Outlook, and Power Point skills

### Experience

- Extensive track record in project management developing and managing projects ideally within an international development setting.
- Proven track record in identifying and supporting SMEs, including female-led and female owned businesses, to scale-up private sector investment in nutrition
- Excellent relationship management and familiarity with managing a wide platform of stakeholders
- Experienced partnership broker and/or negotiation skills with the private sector
- Experiences on inclusive business models – targeting the BoP (Base of the Pyramid) low-income consumers and/or producers

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<ul style="list-style-type: none"> <li>• Demonstrated success in working with various private partners and service providers in time-bound projects</li> <li>• Understanding and experience with international development, particularly food systems, nutrition, and other similar topics.</li> <li>• Experienced in report writing and the ability to analyze and make recommendations for the improvement of technical reports and business documents (business plans, market research etc.)</li> <li>• Experience in communications and advocacy with the private sector</li> </ul>
<p><b>Education</b></p> <ul style="list-style-type: none"> <li>• Master's Degree in Business Administration or a suitable equivalent or equivalent work experience</li> <li>• Project management qualification desired</li> </ul>
<p><b>Other requirements</b></p> <ul style="list-style-type: none"> <li>• Fluent written and verbal English and a good command of Amharic</li> <li>• A willingness and ability to travel to field project locations frequently</li> </ul>
<p><b>WHAT GAIN OFFERS</b></p>
<ul style="list-style-type: none"> <li>• Flexible working hours</li> <li>• Friendly working environment</li> <li>• Professional development opportunities</li> </ul>