

Global Alliance for Improved Nutrition

Job title:	Project Associate, Fortification Advocacy and Partnerships
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Classification:	Grade 3	Direct reports:	0
Work location	Addis Ababa, Ethiopia	Travel required:	Field Visits 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. 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's food fortification cluster is composed of two programs: large scale food fortification and commercialization of biofortified crops (CBC). Large scale food fortification (LSFF) program is critical to help achieve GAIN's vision. GAIN supports national and regional nutrition strategies to integrate this intervention where existing food supplies and limited access fail to provide adequate levels of nutrients in the diet. The consumption of fortified staples and condiments can play a major role in underpinning the prevention of micronutrient deficiencies across entire populations -- particularly in women of reproductive age and adolescent girls -- thus helping to address adequate nutrition during the critical periods of preconception and the 1,000-day window. Since 2002, GAIN has supported the roll-out of LSFF in approximately 40 low and middle-income countries. Globally, GAIN alone or in partnership with other organizations is active in advocacy for LSFF, development of tools such as the Fortification Assessment Coverage Toolkit (FACT), digital data collection tools, hosts the Global Fortification Technical Advisory Group (GF-TAG) and is a key partner in various platforms such as the Global Fortification Data Exchange (GFDx) and Nutrition Connect. At the country level, GAIN primarily supports mandatory fortification of commonly consumed food vehicles including salt, edible oils, wheat flour, maize flour, and rice. This includes supporting the roll out or expansion of LSFF programmes where there is a need and an appropriate food vehicle, providing technical assistance for the improvement of compliance of existing national programmes and supporting the monitoring and measurement of programmes. GAIN supported LSFF programmes reach over a billion people annually. GAIN and partners continues to drive new investments for fortification through global advocacy and generating evidence on the actual and potential contribution of fortification within national nutrition strategies.

Significant progress has been achieved in scaling up LSFF programs globally and a lot of successes achieved; for example, fortification of salt is mandatory by law in over 125 countries, reaching almost 90% of the global population, while fortification of at least one type of grain (maize, wheat or rice) is mandatory in at least 90 countries globally. Despite the progress, challenges still exist including the quality of fortification, coverage of programs as well as gaps in oversight and regulatory monitoring of food fortification programs.

Large Scale Food fortification (LSFF) is one of the thematic areas of GAIN's work in Ethiopia. The current focus in Ethiopia is on fortifying edible oil, wheat flour and salt. GAIN provides support both at policy level and industry implementation.

Global Alliance for Improved Nutrition

DESCRIPTION
<p>Overall purpose</p> <p>The postholder will support in the execution of GAIN Ethiopia's advocacy strategy through GAIN's efforts to increase political will and private sector support for mandatory edible oil and wheat flour fortification in Ethiopia. Also, will support national stakeholder engagement and alliance building to that end.</p> <p>The postholder will also assist with the implementation of other project activities regarding GAIN's large scale food fortification (LSFF) portfolio in Ethiopia as needed. This position reports to GAIN's Project Manager for food fortification in Ethiopia and coordinates closely with GAIN Ethiopia's Senior Policy Advisor and Communications Officer. Furthermore, will maintain a strong working relationship with other food fortification sector partners, fortified food processors, relevant government & policy institutions and strategic and development partners who have similar activities and programs. The postholder will also assist in developing concepts, proposals and exploring new programmatic areas based on learning from ongoing LSFF projects. The workstation will be mainly based in Addis Ababa with travel (30%) across the country as and when appropriate.</p> <p>Specifically, the Fortification Advocacy Associate will support delivery of the following key activities:</p> <ul style="list-style-type: none"> • Support GAIN's advocacy efforts on food fortification in Ethiopia, with a particular focus on rolling out wheat flour and edible oil fortification • Undertake routine day to day programmatic and various administrative functions • Support evaluations, knowledge generation and dissemination of activities for the food fortification program • Participate in the preparation of donor reports and proposals. • Assume responsibility for document filing and developing office administrative procedures as required. • Respond to general enquiries to the country office.
<p>Tasks and responsibilities</p> <p>Project Planning and Coordination</p> <ul style="list-style-type: none"> • Support with the implementation of a national mandatory fortification programmes for edible oil and wheat flour in Ethiopia and strengthen Ethiopia's national salt iodization program, regularly revisiting and modifying the strategy to accommodate new learning and recent developments as advised by the project manager • Facilitate regular communication to exchange updates and information with relevant team members (country director, project manager, senior policy advisor, and communications officer) to ensure a coordinated, strategic approach to work with government officials, the private sector, and other key stakeholders • Support engagement of key national stakeholders (i.e., parent advocates, doctors, youth advocates, and others) to support mandatory wheat and oil fortification in Ethiopia. Scope new stakeholder groups and organisations with good potential to partner with GAIN as advocates for fortification. • Facilitate coordination among development partners supporting LSFF in Ethiopia. Communicate and coordinate regularly with organizations working to combat malnutrition in Ethiopia. • Contribute to the development of a detailed implementation plan for GAIN Ethiopia's fortification portfolio, with a particular focus on the advocacy strategy and activities • As required needed, support the project manager with business model development for SME processors of fortified foods and provision of technical assistance to processors of fortified foods and regulatory agencies • Contribute to concepts, proposals, and innovative new programmatic areas based on learning from LSFF projects • Work closely with Ministry of Industries and Health, regulatory agencies, and other government agencies on successful implementation of the project • Support in developing strong partnerships and relationships with the private sector (wheat and oil industry) and food processors associations to ensure commencement and scaling up of wheat and oil fortification in Ethiopia • Support in developing progress reports, annual programmatic reports, and financial reports • Support timely delivery of all LSFF project deliverables with targeted burn rate

Global Alliance for Improved Nutrition

Project Administrative Assistance

- Provide administrative assistance to the Project Manager, Food Fortification and help to ensure compliance with GAIN policies and procedures.
- Draft meeting agendas and prepare summary notes.
- Organize / manage logistics and assist with correspondence, including reports, contracts, and other administrative documents.
- Participate in the preparation, formatting, and coordination of donor reports and proposals, follow up monthly reports, manage timesheet records, organize meetings and workshops

Technical supervision, Monitoring and Evidence Generation

- Work with the Knowledge Leadership team and the Project Manager to develop a results and monitoring framework and tools to closely monitor project impact
- Develop materials for external communication, including reports, presentations, briefs, and articles
- Provide support to research and evaluation activities in Ethiopia as needed
- As needed, support the periodic collection of market information regarding fortified foods on the market or distributed via social safety nets in Ethiopia

Key organizational relationships

- Reports to Project Manager- Food Fortification
- Collaborates closely with the Senior Policy Advisor and Communications Officer on activities related to policy, advocacy, and communications
- Works with staff in the Ethiopia office on all operations related activities.
- Works across GAIN to ensure open communication channels, coordinates requests and meetings.

JOB REQUIREMENTS

Competencies

- Takes initiative, prioritizes multi-tasks, and works well under pressure to meet deadline
- Ability to work effectively independently and in a cross-cultural team environment
- Excellent analytical, organizational skills, expert in problem solving and creativity
- Ability to operate within the corporate and public sectors to effectively liaise with private companies, development agencies, and governments at senior level
- Excellent interpersonal and communications skills in both English and Amharic

Global Alliance for Improved Nutrition

Experience

- Professional experience working in public policy/advocacy/communications in project coordination role. A focus in the fields of nutrition or, private public partnerships, private sector development or international development preferred.
- Experience using basic advocacy tools such as a power analysis, stakeholder analysis, SWOT analysis and developing a theory of change and action plan
- Experience in building and supporting advocacy coalitions
- Experience planning and managing workshops and public events
- Knowledge of food fortification and public nutrition programming is preferred
- Experience in providing on-the-job and formal training to various partners is a plus
- Experience and knowledge of best practice in quality assurance and control, food safety, and regulatory mechanisms is an added advantage
- Experience of technical assistance to SMEs on business model development, business support services, production, and supply chain management desirable

Education

- Bachelors' Degree or equivalent qualification in public policy, communications, food science, nutrition or related field is desirable

Other requirements

- Pragmatic, dynamic, and willingness to travel to field sites frequently

WHAT GAIN OFFERS

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