

Global Alliance for Improved Nutrition

JOB DESCRIPTION

Job title:	X2 Junior Associates, EmoDemos (CASADE)		
Classification:	Grade 2 – Junior Associate	Direct reports:	0
Work location	Nacala, Mozambique	Travel required:	Up to 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
<p>Overall purpose</p> <p>The Catalyzing Strengthened Policy Action for Healthy Diets and Resilience (CASCADE) is a project that aims at improving food security and contribute to reduction of malnutrition among women of reproductive age (15-49) and children under five years in Mozambique. The project will be implemented in three districts on Nampula province, namely: Nacala-a-Velha, Monapo and Nacarroa districts in a consortium involving the GAIN and Care International, two organizations that have extensive experience in tackling malnutrition. The project will have a five-year duration and withing the consortium GAIN is responsible for re-engineering markets and mobilizing private sector as well as Systematizing data and learning for policy. The focus of this advert is related to the assistance to the activities to be implemented (training of facilitators, monitoring, supervision visits, reporting of activities and support in day-to-day activities for the realization of the implementations and the reaching of the target population in the project.</p> <p>The Junior Associate, EmoDemos (CASADE) will work under the supervision of the Project Manager, CASACE in Nacala district, province of Nampula.</p>
<p>Tasks and responsibilities</p> <ul style="list-style-type: none"> • Assisting in the procurement and purchase of materials/props. • Participating in the organization and delivery of training sessions (<i>Jogo das Heroínas</i> and EmoDemos) for relevant target audiences, including facilitating the delivery of training of trainers' sessions (TOT) for supervisors, area leaders and nutrition officers. • Facilitating refreshment sessions for the above audiences (according to identified needs and target audiences). • Participating in the organization and distribution of project materials to the districts. • Facilitating and supervising <i>Jogo das Heroínas</i> and EmoDemos sessions (including follow-up sessions). • Assisting in logistics and facilitation of project workshops (Pause and Reflect and project planning). • Overseeing data collection related to implemented activities. • Reporting on the activities carried out and identify gaps and propose solutions for interventions follow up. • Assisting in office management duties, including (e.g., collect original proof of payments and prepare for submission to the GAIN Mozambique's central office in Maputo, request quotes and carry out other-office related tasks).

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Key organizational relationships

- The Junior Associate, EmoDemos (CASADE) reports directly to the Project Manager, CASCADE, and works closely with the External Engagement Manager, Nutrition Advisor and M&E Senior Manager.
- The Junior Associate, EmoDemos makes regular engagement with local stakeholders, including CARE International and local government in Nampula province.

JOB REQUIREMENTS

Competencies

- Must be fluent in Portuguese and Emakuwa, including writing technical reports.
- Strong project management, administrative, networking and communication skills, including an ability to be flexible
- Strong written and verbal communication skills, including a proven ability to communicate diverse and disparate information and messaging in simple and concise formats
- Good interpersonal, research and presentation skills
- Be highly motivated with the ability to work independently and able to deliver high quality work and achieve milestones within tight deadlines.
- Can multi-task with high attention to detail.
- Must have a high level of professionalism and integrity.
- Be a strong team player.
- Can demonstrate good judgment, problem solving, creativity and innovation.
- Has computer literacy with good knowledge of MS Word, Outlook, and Power Point.

Experience

- Demonstrable experience in a similar project administration, office support, or coordination work
- Has experience in capacity building, preparing, implementing and assessing community work, trainings and mentorships.
- Has experience in works with low-literate population groups, including adults and adolescents.
- Has experience in carrying out basic logistic activities for implementation of field activities (quantification of materials, setting up training sessions and facilitating TOT).
- Has experience in data collection and reporting.

Education

- Bachelor's degree in social sciences and / or equivalent working experience

Other requirements

- The applicant should be a Mozambique national or have the right to work in Mozambique
- Must be fluent in Portuguese and Emakuwa, including writing technical reports.
- Speaking and writing English is an additional advantage.
- Can travel locally (in the districts of Nacala-a-Velha, Monapo and Nacarroa)
- Must be a resident of Nampula province and ready to relocate to Nacala district.

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WHAT GAIN OFFERS

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