Global Alliance for Improved Nutrition

Job title:	Project Associate- Nutrition, CASCADE		
Classification:	G3	Direct reports:	0
Work location	Bahir Dar, Ethiopia	Travel required:	Up to 60% to Zones, Weredas, and Kebeles

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 the consumption of nutritious and safe food for all people, especially the most vulnerable to malnutrition.

DESCRIPTION

Overall purpose

Overall purpose GAIN fights malnutrition in Ethiopia through innovative and sustainable models that increase access to affordable nutritious foods among communities vulnerable to malnutrition. In line with this objective, GAIN implements various programs in Ethiopia and across the Globe. GAIN in consortium with CARE implements Catalyzing Policy Action for Healthy Diets and resilience (CASCADE) program, will work to improve food security and contribute to the reduction of malnutrition of at least 5 million women of reproductive age and children in Benin, Nigeria, Uganda, Kenya, Ethiopia, and Mozambique. The consortium identified the following two strategic objectives, that represent the long-term outcomes of CASCADE: Strategic objective 1: To increase access to and consumption of healthy diets among household members in the six programme countries, particularly women of reproductive age and children. Strategic objective 2: To increase resilience to price and climate change-related shocks and stresses of household members in the six programme countries, particularly women of reproductive age and children.

The Project Associate will assist the Project Manager (PM) under this initiative for effective implementation and delivery of project activities focused on increasing access to and consumption of healthy diets and increase resilience of households. The position holder is also responsible in monitoring, tracking and documenting project's achievement.

Tasks and responsibilities

Project Management

Project Associate will assist Project Manager (PM) to deliver standard project management in accordance with the GAIN guidelines.

- Assist PM in assessment of existing food environment and implementation status of food and nutrition related policies and strategies
- Advise key stakeholders about the application of Food Based Dietary guideline
- Provide support in familiarizing healthier diets concepts
- Support the development of Food System dashboard, related reports, Action Plans, and advocacy materials where needed.
- Organize & attend meetings related to the Food System Dashboard, food systems report, action plan, and advocacy materials
- Mapping stakeholders and identify areas of collaboration with different platforms
- Planning and conducting consultation meetings at woreda, zonal and regional levels with the relevant stakeholders
- Establish and maintain relationships with third parties/vendors/ and consultants
- Communicate as needed with other collaborators on the Food System Dashboard
- Provide support to Prepare terms of reference for various tasks to be assigned to 3rd parties / vendors / consultants.
- Perform any other duties as assigned/deemed necessary by supervisor(s)

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- The postholder will plan and schedule project timelines and track project deliverables using appropriate GAIN project management tools and provide regular updates on the project progress.

Data Analysis
- Provide support in identifying stakeholders for potential sources of data for food system dashboard indicators and ensure procurement of data, and data quality
- Support to assess indicator data quality and suitability for the Food System Dashboard
- Support preparation of data extraction templates
- Support data analyses to generate indicators from existing data
- Support determine sources of data for existing indicators (and identify potential new indicators) of the food system sectors
- Support compile data that needs to be generated from potential sources of relevant data
- Assess the quality of data received from different custodians and decide suitability for Food System Dashboard

Gender Focus
- Ensure the initiative is gender-sensitive, and where feasible, gender-transformative working through project design and implementation to continuously strengthen gender focus.
- Keep track of gender results, ensure the initiative is gender-sensitive, and where feasible, gender-transformative
- Synthesize and disseminate knowledge and evidence from GAIN Ethiopia programs that can help drive the agenda for nutritious and safe food in the country.

Key organizational relationships

- Reports directly to the Project Manager
- Close working with the colleagues working on the Food System Dashboard, Finance and KL, CASCADE program lead
- External partners including government, complimenting organizations and consultants
- Close collaboration with the project teams in GAIN Bahir Dar
- Other GAIN Country Office staff

JOB REQUIREMENTS

Competencies
- Excellent interpersonal, communication and influencing skillsxcellent writing skills, with analytical capacity and ability to review data and present meaningful reports
- Ability to present complex information to a diverse audience ranging from local partners, local authorities, local community groups, the civil society and the private sector
- Thorough understanding of nutrition and food security
- Clear and systematic proactive thinking that demonstrates good judgement, expert problem solving, and creativity.
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- Able to work effectively within a multi-cultural, matrix-style organization
- Able to effectively prioritize and multi-task, often working under pressure to achieve deadlines
- Computer literate, with the ability to use MS Office Suite and other Software to support effective delivery
- Understanding of and commitment to adhere to equity, diversity, gender, child safety and staff health and wellbeing principles
- Some understanding of the gender and protection dynamics of humanitarian and development work, and ability to capture this in the analysis and design of interventions.

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Experience

- Experience in Project Management/coordination, working across sectors to support with complex projects/programs
- Prior data analysis experience
- Understanding and some experience/technical knowledge in food systems, nutrition, and food security
- Experience in working with stakeholders from business, civil society, government (at municipal, district, provincial and national levels), donors at the national-international level
- Experienced in report writing and the ability to analyze and make recommendations for the improvement of technical reports and business documents (data tables, market research, etc.)

Education
- University degree in nutrition, statistics, Food Sciences, or related field with strong expertise in data analysis and statistics
- Any other qualifications or expertise in the above or similar relevant field of project management, Information System or data collection and interpretation highly preferred

Other requirements

- Excellent command of written and spoken English
- A good Command of Amharic
- Willingness and ability to travel

WHAT GAIN OFFERS

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