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| **TITLE:** Nutrition Adviser | |
| **REPORTS TO:**  Deputy Response Team Leader – Programmes | **LOCATION:** International, including remote and insecure locations |
| **GRADE**: 3 | **CONTRACT LENGTH:** 12 months |
| **CHILD SAFEGUARDING:**  Level 3:  the role holder will have contact with children and/or young people either frequently (e.g. once a week or more) or intensively (e.g. four days in one month or more or overnight) because they work in country programs; or are visiting country programs; or because they are responsible for implementing the police checking/vetting process staff. | |
| **ROLE PURPOSE:**  As part of our humanitarian ambition and 2030 global strategy, Save the Children has implemented the Global Expertise and Humanitarian Surge Platform (GEHSP) to further improve the efficient deployment of high quality surge staff to support the delivery of our Humanitarian Responses directly and in collaboration with SCI partners. This role will be rapidly deployed by the GEHSP to support the response team in quickly developing and implementing a humanitarian-response.  The Nutrition Adviser will generally be deployed to the field as the lead technical Adviser in a small or medium-sized emergency or the second phase of large emergency. Alternatively, they may be deployed as a field level technical coordinator in a complex, large-scale emergency. On occasion they may also be asked to gap fill a senior technical advisory role in a longer term humanitarian country programme. The Nutrition Adviser will be expected to lead on sectoral assessment, programme design and master budgeting, coordination, and support fundraising, recruitment and procurement. In most circumstances, the post holder will be expected to mentor and/or capacity build existing country programme staff. | |
| **KEY AREAS OF ACCOUNTABILITY:**  *Programme Support (typically will be for small or medium-sized emergencies):*   * Lead on multi-sectoral/Nutrition technical assessments and analyses in coordination with other SC thematic areas and/or other external sector agencies, ensuring assessment findings are documented and that all assessments include a specific analysis of children’s needs. * Working with the Deputy Team Leader – Programmes or Team Leader develop Nutrition sector response plans, staffing needs and master budgets and contribute to Save the Children’s overall response strategy. * Provide technical review of strategies, assessments and programmes from a Nutrition perspective as necessary, and proactively promote high quality Nutrition technical approaches within country programmes across sectors. * Advocate for and explore options to mainstream gender and inclusion across all activities * Working closely with the Deputy Team Leader – Programmes or Team Leader, support fundraising for the Nutrition sector, including development of high quality concept notes and proposals, and engagement with donors’ technical Advisers. * Prepare and oversee Nutrition programme implementation to ensure timely delivery of programme activities (for example, monitoring against log frames, individual performance management work plans). * Prepare timely programme and donor reports on project activities in compliance with internal SC requirements and any relevant external donor requirements. * Working closely with Human Resources team, identify Nutrition staffing needs (both national and international) for emergency programmes, and ensure rapid recruitment, induction and training of new staff. * Identify Nutrition programme supplies needs and coordinate with the logistics team to put in place a sensible phased procurement plan and supply chain strengthening recommendations where relevant. * Working closely with the Monitoring & Evaluation team put in place an M & E plan for Save the Children nutrition programming, ensuring this links to reporting requirements, and capacity build technical field staff in carrying out the work. * Working closely with the Accountability lead put in place accountability activities for Nutrition, ensuring that feedback from all relevant stakeholders is considered in Nutrition programme design. * Ensure that the minimum standards of humanitarian relief are maintained in accordance with the Sphere Charter.   *Capacity Building:*   * Identify learning and training opportunities for Save the Children staff and partners and work as a mentor and role model for less experienced staff. * Oversee development and deliver technical training material that will improve aspects of Nutrition work within Save the Children, at country level. * Contribute to sector/cluster capacity building materials and efforts.   *Representation & Advocacy & Organisational Learning:*   * Ensure that Save the Children's work is coordinated with efforts of other agencies and Government, and take a leadership role within Interagency Coordination forums, such as the Nutrition cluster, ensuring the specific needs of children are being addressed. This may involve taking the lead in Nutrition cluster working groups. * Take steps to document lessons learned from Nutrition programmes for wider dissemination. * In collaboration with senior programme staff, assist in advocacy activities that target decision-makers at all levels. * Identify opportunities and material to contribute to Nutrition communications and media work, acting as a spokesperson when required. * Share and discuss challenges, way forward and lesson learned with Save the Children Nutrition colleagues to drive global and regional thought leadership, capacity development and service delivery support systems. * In collaboration with Save the Children Nutrition colleagues, feed in learning, experiences and evidence to relevant global advocacy objectives.   *General:*   * Comply with Save the Children policies and practice with respect to child safeguarding, code of conduct, health and safety, equal opportunities and other relevant policies and procedures. | |
| **COMPETENCIES FOR THIS ROLE:**   1. **Delivering Results**   Takes personal responsibility and holds others accountable for delivering our ambitious goals for children, continually improving their own performance or that of the team/ organisation.  **Level required: Accomplished**   1. **Problem Solving and Decision Making**   Takes effective, considered and timely decisions by gathering and evaluating relevant information from within or outside the organisation.  **Level required: Accomplished**   1. **Working Effectively with Others**   Works collaboratively to achieve shared goals and thrives on diversity of people and perspectives; knows when to lead and when to follow and how to ensure effective cross-boundary working.  **Level required: Accomplished**   1. **Communicating with Impact**   Communicates clearly and confidently with others to engage and influence; promotes dialogue and ensures timely and appropriate messages, building confidence and trust.  **Level Required: Accomplished/Leading Edge** | |
| **QUALIFICATIONS AND EXPERIENCE**  **Essential**   * Education to Masters level in Public Health Nutrition, or a related subject, or equivalent field experience * Significant management experience in emergency, fragile state or development Nutrition programmes, including previous first phase emergency response experience * Previous experience of managing a Nutrition team at national level * Previous experience of Nutrition project management and programme coordination, implementing Nutrition programmes within donor constraints, on time and within budget * Experience of and commitment to working through systems of community participation and accountability * Demonstrated monitoring and evaluation skills * Ability to work both in an advisory and a hands-on implementation capacity * Proven capacity to supervise, train and coach staff in Nutrition technical skills * Experience of preparing successful funding proposals for donors * Demonstrated ability in designing contextually informed, evidence-based nutrition interventions * Ability to write clear and well-argued assessment and project reports * Excellent communication skills * Strong influencing skills and experience in advocacy * Politically and culturally sensitive with qualities of patience, tact and diplomacy * A high level of written and spoken English * The capacity and willingness to be extremely flexible and accommodating in difficult and sometimes insecure working circumstances * Commitment to the aims and principles of SC. In particular, a good understanding of the SC mandate and child focus and an ability to ensure this continues to underpin our support   **Desirable**   * Language skills in French, Spanish, and/or Arabic * Experience or knowledge of working and living in relevant regions/contexts * Specific experience of designing and managing ECHO, BHA, FCDO projects * Specific experience of working in consortia projects. * Experience of representation and ability to represent Save the Children effectively in external forums. | |
| **Date of issue: (January 2023) Author: (Updated GEHSP)** | |