



Health & Nutrition Officer

- **Vacancy for:** 1
- **Posted on:** Aug. 10, 2018
- **Deadline:** Aug. 19, 2018, 5 p.m.

GRADE: 4

TEAM/PROGRAMME: SABAL

LOCATION: Udaypur, Khotang, Okhaldhunga

POST TYPE: Fixed term- Sabal Grant

CHILD SAFEGUARDING: Level 3 - the responsibilities of the post may require the post holder to have regular contact with or access to children or young people

ROLE PURPOSE:

Health officer is overall responsible for the planning, implementation, monitoring and reporting of integrated health and nutrition program in district including Enhanced Homestead Food Production and WASH. S/he is further responsible to provide technical support to PNGOs, schools, health facility and district health office/District public health office to plan and implement program activities. S/he will establish good coordination and collaboration with government counterpart to expand health and nutrition component in the district.

KEY AREAS OF ACCOUNTABILITY:

Core Responsibilities:

Planning, implementation and monitoring of the Health and Nutrition activities

- Primarily responsible for all health and nutrition activities of the district.
- Responsible to provide technical support to adjoining Sabal district where there is no health and nutrition officer
- Develop detail implementation plan (DIP) for health and nutrition activities in the district.
- Provide technical support to District Health Office (DHO)/District Public Health Office (DPHO) and PNGOs to plan and to implement health and nutrition activities as per DIP
- Facilitate/participate in different district and rural/municipal level workshop, training, orientation and meeting for the effective implementation of health and nutrition program in the district
- Conduct MIYCN review workshop in district. Support other districts as required.
- Plan and implement adolescent health program in close collaboration with DHO/DPHO and DEO
- Support DHO/DPHO and DEO to plan and to implement adolescent health technical sessions in secondary schools.
- Coordinate with DHO/DPHO to ensure the timely and quality supply of essential health commodities and materials including family planning commodities in the peripheral health facilities.
- Regular monitoring and follow up of the program and provide technical support to health facilities and FCHVs as required
- Conduct health and nutrition review workshop at district and rural/municipal level in close coordination with government, PNGOs and team
- Conduct data verification and ensure the quality of data of health and nutrition activities and are entered in OPMIS .
- Ensure timely implementation and budget utilization of project interventions as per DIP and phased budget prepared for the district.
- Conduct technical support visit to FCHVs, Health facilities, Schools , EHFP beneficiaries, VMFs and ensure the quality of technical support with data verification

Coordination and technical Support to DHO/DPHO, District Education Office (DEO), Schools and health facilities, provide technical support to urban and rural municipalities

- Establish good coordination with different stakeholders related to health and nutrition services
- Provide technical support to DHO/DPHO, health facilities, FCHVs, DEO, schools and in mother groups
- Attend and provide technical support in the district, municipality, health facility, school and VDC level meetings related to health and nutrition.
- Advocate rural/municipalities and wards for the budget allocation in health & nutrition interventions.

Reporting and documentation of the project interventions

- Prepare various project reports of the district as per requirement of government and project and submit with in deadline

- Document case studies, best practices and learning in relation with health and nutrition interventions
- Support DHO/DPHO, PNGOs and schools for the timely and quality reporting

Other responsibilities:

- Coordinate with agriculture office and livestock office, WASH coordination committees both in district and rural/ municipality level for the implementation of EHFP interventions and WASH activities
- Coordinate for the conduction of trainings, vegetables seed production training, community brooding training and implementation of Post ODF activities.
- Facilitate linkages and integration among the livelihood, health and nutrition, disaster risk reduction and climate change adaptation interventions to increase the resilience capacity of the HHs;
- Attend in some quarterly review meeting conducted by VMFs.
- Follow-up EHFP beneficiaries regarding change in EHFP and IYCF practices and behaviours

SKILLS AND BEHAVIOURS (SCI Values in Practice)

Accountability:

- Holds self accountable for making decisions, managing resources efficiently, achieving and role modelling Save the Children values
- Holds the team and partners accountable to deliver on their responsibilities - giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance and applying appropriate consequences when results are not achieved

Ambition:

- Sets ambitious and challenging goals for themselves and their team, takes responsibility for their own personal development and encourages others to do the same
- Widely shares their personal vision for Save the Children, engages and motivates others
- Future orientated, thinks strategically.

Collaboration:

- Builds and maintains effective relationships, with their team, colleagues, Members and external partners and supporters
- Values diversity, sees it as a source of competitive strength
- Approachable, good listener, easy to talk to

Creativity:

- Develops and encourages new and innovative solutions
- Willing to take disciplined risks

Integrity:

- Honest, encourages openness and transparency

QUALIFICATIONS AND EXPERIENCE

- Bachelors in Public Health/Basic Nursing

EXPERIENCE AND SKILLS

- Atleast 3 years' experience in the related field (2 years' experience for GSI group)
- Proficiency in writing technical and programmatic reports that document program directions and results
- Ability to work in remote, complex environment with multiple tasks and short deadlines.

ATTRIBUTES

- Innovative

ESSENTIAL

- Ability to work in remote, complex environment with multiple tasks, short deadlines and intense pressure to perform
- Proficiency in writing technical and programmatic reports that document program directions and results
- Good written and spoken skills both in Nepali and English
- Excellent computer skills (office package, , data management)
- Excellent interpersonal and communication skills
- Commitment to Sabal-Save the Children values

DESIRABLE

- Team work
- Good time management and stress management skills

Applying Procedure

Apply Link : <https://merojob.com/health-nutrition-officer-3/>

Generated By

