



UNITED NATIONS CHILDREN'S FUND
JPO Request Form – Nutrition Programme Sierra Leone CO



Training and Learning Plan

Participation in a one-week JPO Induction Programme in New York;
Guidance and advice in relation to training opportunities within the field of expertise;
Use of yearly JPO training funds for internal/external training opportunities;
Participation in the Mentoring, Coaching, and Career Counselling and Career transition programmes;
Encourage field mission and/or stretch assignment during and after the 2nd year

In addition, the JPO will benefit from the following specific learning opportunities in the receiving office:

Mentoring and coaching in the area of nutrition in relation to UNICEF's predominant health sector support in addition to the multi-sectoral approach to address all forms of malnutrition working with the Scaling up Nutrition Secretariat (hosted by the Office of the Vice President), UN Nutrition and other relevant sectors.

Mentoring and coaching on the implementation of various ongoing donor supported projects on establishing a Nutrition Surveillance system, promotion of infant and young child feeding in addition to innovative approaches including the introduction of small quantity Lipid Nutrient Supplements and complementary feeding bowls and alternative Ready to Use Foods (RUTF) recipes among others. Mentoring and coaching on public financing for nutrition, advocacy on the role of food systems to address children's diets and overall collaboration with other sectors to improve complementary feeding in Sierra Leone.

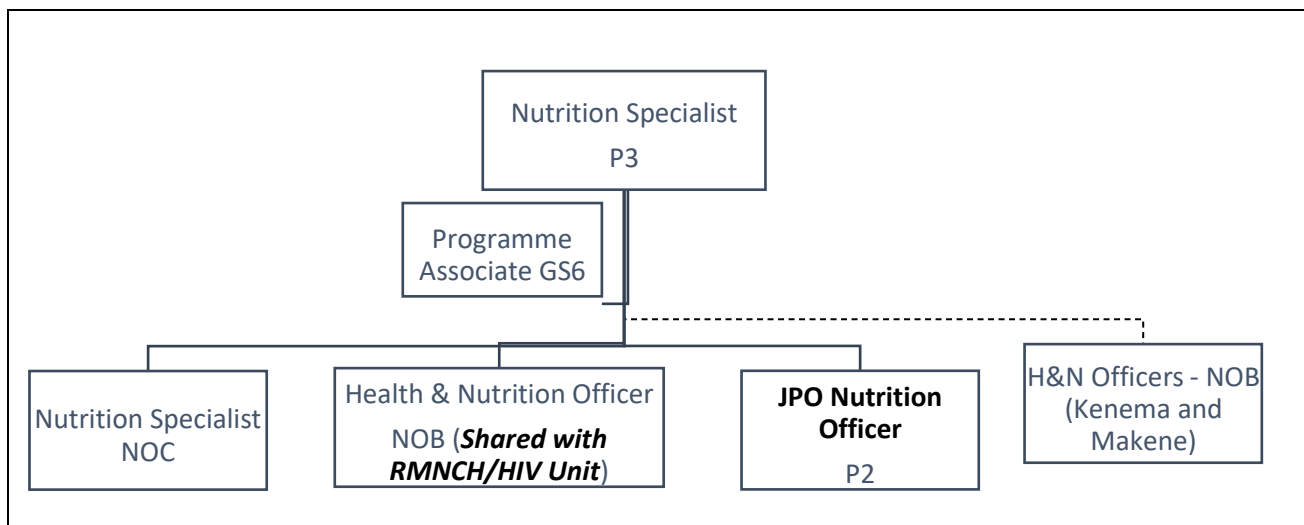
Participation in regional and global meetings, trainings and webinars related to nutrition.

The JPO will gain direct hands-on experience in overseeing specific nutrition projects including grant management and proposal development which will prepare him/her for a potential future career as a Nutrition Specialist within UNICEF or other similar organizations and roles. Based on the JPO's performance and ability to support the Nutrition Team's fundraising efforts, there is a high likelihood of retention particularly since the team is already quite small and therefore, there is potential to support the expansion of the team. This is even more pronounced due to the Government of Sierra's Leone's prioritization of food security and nutrition under the flagship "Feed Salone" initiative which all donor entities are interested in supporting and the fact that UNICEF is the lead in nutrition in the country there is high likelihood of fundraising for multi-sectoral nutrition programmes that address children's diets comprehensively. This is in line with UNICEF's global nutrition strategy (2020-2030) for a multi-sectoral and systems-based approach.

The Supervisor of this post has had more than 15 years' experience in the nutrition field working for various UN entities across three different regions (ESARO, EAPRO and MENA). She has worked across all priority nutrition programmes both in UNICEF, WFP in addition to other global organisations and foundations as an Independent Consultant such as the Scaling up Nutrition Movement, Eleanor Crook Foundation, Graca Machel Trust among others. She believes in empowering all those that work under her supervision giving staff the autonomy to initiate and innovate aligned with the Section or programme's priorities. Over the years she has groomed both international and national young professionals including an Italian JPO in Uganda whilst she was a National Nutrition Specialist, CANADEM intern as an International Nutrition Specialist, national UNV's and numerous other junior Nutrition Officers and Nutrition Specialists. Some of the interns and junior staff mentored joined UNICEF or other UN agencies formally furthermore, she has supported the promotion of staff within her teams such as the NOB Nutrition Specialist in Yemen who was recently promoted to an NOC post.

Information and living condition of Duty station: [For Field Office locations only]	
General Information	Sierra Leone is a low income country located in West Africa. Freetown is a vibrant, coastal yet hilly city, with a population of just over one million. Set on a peninsula, you can see the sea from almost any point in the city and you are never far away from some spectacular beaches for swimming and surfing. There are good supermarkets and restaurants, and mobile and internet services are available for a fair price. There are international flight connections to Sierra Leone with airlines flying to the United States, Europe, West Asia and other parts of Africa.
Security	The general security situation is peaceful, and the overall Security Level in Sierra Leone is classified as Low (Level 2) as per the UN security management system. Crime is classified as moderate, with incidents primarily related to property thefts, house break-ins and robberies.
Housing	Housing in Freetown ranges from independent houses to apartments - available furnished and un-furnished. Most long-stay accommodation are rented by the year or half-year. Most staff stay in apartments, which come equipped with generators, water supply, and security guards. The housing situation is constantly improving, with new apartment complexes being built to an increasingly high standard. The Supervisor of this post will support the JPO as much as possible to identify appropriate housing prior to the arrival of the JPO in addition to introducing the JPO to the relevant Landlords and property agents.
Schools & Childcare	There are a limited number of international schools in Freetown, with options including American and British international schools, as well as a few smaller independent schools which follow either American or British curricula. UN staff children attend a variety of schools.
Work for spouses & partners	There are opportunities for spouses and partners, mainly with international organizations, depending on their professional backgrounds.

Reporting line of the JPO



UNITED NATIONS CHILDREN'S FUND SPECIFIC JOB PROFILE

I. Post Information

Job Title: Nutrition Officer

Supervisor Title/ Level: Nutrition Specialist, P3

Organizational Unit: Nutrition Programme, Health and Nutrition Section

Post Location: Freetown, Sierra Leone Country Office

Job Level: P2

Job Profile No.:

Job Classification Level:

II. Strategic Office Context and Purpose for the Job

The fundamental mission of UNICEF is to promote the rights of every child, everywhere, in everything the organization does — in programs, in advocacy and in operations. The equity strategy, emphasizing the most disadvantaged and excluded children and families, translates this commitment to children's rights into action. For UNICEF, equity means that all children have an opportunity to survive, develop and reach their full potential, without discrimination, bias or favoritism. To the degree that any child has an unequal chance in life — in its social, political, economic, civic and cultural dimensions — her or his rights are violated. There is growing evidence that investing in the health, education and protection of a society's most disadvantaged citizens — addressing inequity — not only will give all children the opportunity to fulfill their potential but also will lead to sustained growth and stability of countries. This is why the focus on equity is so vital. It accelerates progress towards realizing the human rights of all children, which is the universal mandate of UNICEF, as outlined by the Convention on the Rights of the Child, while also supporting the equitable development of nations.

Strategic Office Context:

The Health and Nutrition Section at UNICEF is seeking donor support to fund a JPO position for the period 2023/2024 that will provide critical support to the nutrition programme in Sierra Leone. Overall, the nutrition situation in Sierra Leone remains precarious with high rates of poverty and food insecurity across the country mainly due to the multiple crises on top of an already volatile post war and post Ebola recovery period among other inherent factors affecting the country. Meanwhile, malnutrition rates (both stunting and wasting) appear to have improved since 2017 currently at 26.2% (National Nutrition Survey, 2021) and 3.9% (FSMS, Sep 2023), respectively. However, dietary diversity and specifically the proportion of children receiving a Minimum Acceptable Diet (MAD) remains critical at 3.7%.

UNICEF has been a key partner of the government of Sierra Leone in responding to the nutrition situation over decades whereby the current nutrition programme sits within the Health and Nutrition Section with an expected outcome of ensuring that more children (aged 0-18) and women benefit from quality comprehensive health and nutrition services and healthy life practices whereby health and nutrition services are integrated to contribute to four main outputs that respectively address the following key components; 1) Enabling environment (planning, budgeting, policies/strategies, evidence generation, advocacy and financing among other systems strengthening elements) 2) capacity to deliver quality comprehensive maternal, neonatal, child and adolescent health and nutrition services including in emergencies 3) Community-based health and nutrition interventions are better institutionalized in the health system and lastly 4) strengthened evidence-informed approaches to improve their health, nutrition, care practices and behavior.

The nutrition programme in UNICEF Sierra Leone is rapidly expanding with an increasingly diverse portfolio of projects including innovations such as the establishment of a nutrition surveillance as part of operationalizing the recently developed Nutrition Information System (NIS) Strategy, the introduction of the LNS product to improve complementary feeding in children 6-23 months in addition to the introduction of the Family MUAC approach and

treatment of severely malnourished pregnant and lactating women. Currently, the programme only has two full time staff responsible for a rapidly expanding programme and therefore, it is pertinent to expand the available technical capacity and Human Resources to enable close oversight of the projects and to facilitate the documentation of the innovations to guide their further scale up in addition to overall support to the programme.

Purpose for the Job:

Under the general guidance and oversight of the direct supervisor, the JPO Nutrition Officer will be responsible for the innovations projects already outlined previously in addition to providing general support across all stages of the nutrition programme planning, implementation and oversight of the respective projects and activities. Specifically, (a) the JPO will support the complementary feeding innovation and portfolio as well as advocacy efforts aligned to the "Feed Salone" government initiative ensuring coordination of efforts with other UN agencies and government sectors. (b) the JPO will support other nutrition programme innovations as and when required (c) the JPO will support other nutrition programme functions and activities as and when required.

III. Key functions, accountabilities and related duties/tasks:

1. Support to nutrition programme/project development and planning

- Contribute to the ensuring up to date nutrition situation data at the national and sub-national levels, including food security, social and economic development trends. Collect, analyze, verify, and synthesize information to facilitate programme development, design and preparation, whenever possible.
- Prepare technical proposals or reports and inputs for programme/project preparation and documentation, ensuring accuracy, timeliness and relevance of the information.
- Facilitate the development and establishment of multi-sectoral nutrition programme goals, objectives, strategies, and results-based planning, through analysis of nutrition needs and areas for intervention. This will be in the context of the forthcoming development of the new Sierra Leone Country Office Country Programme Document (2025 to 2028).
- When required, provide technical and administrative support throughout all stages of programming processes by executing and administering a variety of technical programme transactions, preparing materials and documentation, and complying with organizational processes and management systems, to support programme planning, results-based planning (RBM) and monitoring and evaluating of results.
- Prepare required documentation and materials to facilitate respective nutrition programme/project reviews and approval processes.

2. Programme management, monitoring and delivery of results.

In respect to the specific areas of responsibility of this post which relate to the innovation projects under the current nutrition programme portfolio.

- Work closely and collaboratively with colleagues and partners to collect, analyze and share information on implementation issues. Suggest solutions on routine programme implementation and submit reports to alert appropriate officials and stakeholders for higher-level intervention and/or decisions. Keep records of reports and assessments for easy reference and/or to capture and institutionalize lessons learned.
- Participate in monitoring and evaluation exercises, nutrition/SLCO programme reviews and annual sectoral reviews with the government and other counterparts and prepare minutes and reports on results for follow up action by higher management and other stakeholders.
- Monitor and report on the use of sectoral programme resources (financial, administrative and other assets), verifying compliance with approved allocation, goals, organizational rules, regulations, procedures, donor commitments, standards of accountability, and integrity. Report on issues identified to ensure timely resolution by management and stakeholders. Follow up on unresolved issues to ensure resolution.
- Prepare inputs for sectoral programme and donor reporting.

3. Technical and operational support to programme implementation

- Undertake field visits, and exchange information with partners and stakeholders to assess progress and provide technical support. Take appropriate action to resolve issues and/or refer to relevant officials for resolution. Report on critical issues, bottlenecks and potential problems for timely action to achieve results.
- Provide technical and operational support to government counterparts, NGO partners, UN Nutrition system partners, and other country office partners and donors on the application and understanding of UNICEF policies, strategies, processes, and best practices on nutrition related issues to support programme implementation, operations and delivery of results.

4. Innovation, knowledge management and capacity building

- Identify, capture, synthesize, and share lessons learned for knowledge development and to build the capacity of stakeholders.
- Apply innovative approaches and promote good practices to support the implementation and delivery of concrete and sustainable programme results.
- Research, benchmark and report on best and cutting-edge practices for development planning of knowledge products and systems.
- Participate as a resource person in capacity building initiatives to enhance the competencies of clients and stakeholders.

5. Networking and partnership building

- Build and sustain effective close working partnerships with nutrition sector government counterparts and national stakeholders through active sharing of information and knowledge to enhance programme implementation and build capacity of stakeholders to deliver concrete and sustainable results.
- Draft communication and information materials for Country Office programme advocacy to promote awareness, establish partnership/alliances and support fund raising for nutrition programmes.
- When required, participate in appropriate inter-agency (UN Nutrition - UNN or UN Country Team - UNCT) meetings and events on programming to collaborate with inter-agency partners/colleagues on UNSDCF (UN Sustainability Development Corporation Framework) operational planning and preparation of nutrition programmes/projects; and to integrate and harmonize UNICEF's position and strategies with the UNSDCF development and planning process.

IV. Impact of Results

The efficient and effective technical, administrative and operational support provided to the development and implementation of the respective nutrition innovation projects will directly impact on the ability of UNICEF to promote social, political and economic action and changes in behaviors, social attitudes, beliefs and actions by communities, individuals and societies and ultimately contribute to the improvement of the nutrition situation of the most vulnerable populations in Sierra Leone, in particular, children and women realizing their right to survive and thrive. This in turn contributes to enhancing the ability of UNICEF to fulfill its mission to achieve sustainable, locally-owned and concrete results in improving the nutrition situation and overall survival, development and wellbeing of children in the country.

V. Competencies and level of proficiency required	
<p><u>Core Values attributes</u></p> <ul style="list-style-type: none"> • Care • Respect • Integrity • Trust • Accountability <p><u>Core competencies</u></p> <ul style="list-style-type: none"> • Demonstrates Self Awareness and Ethical Awareness (1) • Works Collaboratively with others (1) • Builds and Maintains Partnerships (1) • Innovates and Embraces Change (1) • Thinks and Acts Strategically (1) • Drives to achieve impactful results (1) • Manages ambiguity and complexity (1) 	<p><u>Functional Competencies</u></p> <ul style="list-style-type: none"> • Persuading and influencing (1) • Applying technical expertise (1) • Learning and researching (2) • Planning and organizing (2)

VI. Recruitment Qualifications	
Education:	A university degree in one of the following fields is required: nutrition, dietetics, public health, food technology, food science, nutritional epidemiology, global/international health and nutrition, health/nutrition research, policy and/or management, health sciences, nutritional epidemiology, or another health-related science.
Experience:	A minimum of two years of professional experience in a developing country in one or more of the following areas is considered a strong asset: nutrition, public health, nutrition planning and management, or maternal, infant and child health/nutrition care. Relevant experience in a UN system agency, non-governmental organizations or other is considered as an asset.
Language Requirements:	Fluency in English is required. Knowledge of another official UN language (Arabic, Chinese, French, Russian or Spanish) or local language of the duty station is an asset.