



<https://jobs.eagmark.net/job/monitoring-assistant-nutrition/>

## Description

The United Nations World Food Programme is the world's largest humanitarian agency fighting hunger worldwide. The mission of WFP is to help the world **achieve Zero Hunger** in our lifetimes. Every day, WFP works worldwide to ensure that no child goes to bed hungry and that the poorest and most vulnerable, particularly women and children, can access the nutritious food they need.

## ORGANIZATIONAL CONTEXT

These jobs are found primarily in WFP Field based Offices, and job holders typically report to Programme Policy Officer or Programme Associate. The reporting lines may change depending on the size of the office.

At this level work is carried out under minimum supervision. Job holders are expected to produce organised and accurate technical work and reports. They may provide guidance on standard practices to other staff and counterparts in their area of work.

## JOB PURPOSE

To perform monitoring activities within a specific coverage area and provide reports to support the effective delivery of assistance packages.

## Responsibilities

1. Ensure that deliveries of nutritional supplements to the health facilities are monitored, confirmed and correct procedures are observed on the reception by the staff of the Health Unit;

## Monitoring Assistant (Nutrition)

### Hiring organization

World Food Program (WFP)

### Employment Type

Full-time, Temporary

### Duration of employment

6 months (Renewable)

### Industry

Humanitarian and Agriculture

### Job Location

Nampula, Mozambique

2. Ensure that storage of nutritional supplements in health units is done in a clean, dry and safe place, with pallets placed on the floor to secure that nutrition commodities are not in direct contact with the floor;
3. Prepare monthly reports on nutrition activities (PRN), on both physical version and electronic version to be uploaded on ODK;
4. Prepare weekly trends on the health facilities consumption of the supplements and beneficiaries to ensure timely replenishment of the nutrition supplies;
5. Conduct post distribution monitoring (PDM) surveys for the program beneficiaries as per defined targets by the M&E team;
6. Conduct joint monthly monitoring visits to the health facilities with SDMAS to verify the program performance;
7. Participate in the district (SDSMAS) monthly data discussion;
8. Maintain information records and monitoring plan documentation, such as records of commodity movements and programme checklists, in order to assist in the effective delivery and distribution of food items or non-food items;
9. Liaise with cooperating partners and internal counterparts to gather feedback and comments to support programme reviews and improve services;
10. Provide guidance for cooperating partners on WFP operational practices, monitoring tools and methods, in order to support them to complete self-monitoring tasks and to contribute to the visibility of WFP in the coverage areas;
11. Prepare field mission reports to document programme implementation.

## **Qualifications**

**Education:** Completion of secondary school education. A post-secondary certificate in the related functional area is desirable.

**Experience:** Minimum of 3 years of working experience on data collection and reports preparation, preferably relevant to specific area of nutrition (PRN).

**Languages:** Oral and written fluency in English and Portuguese Languages.

## **DESIRED EXPERIENCES FOR ENTRY INTO THE ROLE**

- Experience on data collection and reports preparation, preferably relevant to specific area of nutrition (PRN) and IDPs response;
- Good communication skills and a clear understanding of the subject matter;
- Ability to develop and maintain effective work relationships with counterpart, local authorities, NGOs and other UN agencies;
- General knowledge of WFP monitoring and evaluation systems and standards.

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