



AGRICULTURE ORGANIZATION OF THE UNITED NATIONS

FOOD AND

Terms of Reference for Consultant

☐ /PSA ☒

Minimum number of years of relevant experience required: 1 year ☐; 5 years ☒; 12+years ☐

Job Title	Nutrition Specialist		
Division/Department	FAO Programme		
Programme/Project Number	UTF/NEP/073/NEP; FAO TA to AFSP		
Location	Kathmandu (Field visit as and when required)		
Expected Start Date of Assignment	August 01, 2017	Duration:	Initially 5 months with possibility of extension up to three months
Reports to	Name: Dr Braja Kishore Prasad Shaha	Title:	Team Leader

GENERAL DESCRIPTION OF TASK (S) AND OBJECTIVES TO BE ACHIEVED

Under the overall supervision of FAO country office and direct supervision of the project Team Leader and technical supervision of the technical backstopping officer in the FAO Regional Office in Bangkok, in close consultation with the Government of Nepal's designated technical officer for nutrition at the Ministry of Health and Ministry of Agricultural Development, the Nutrition Specialist will be responsible for carrying out following tasks:

- Review , update and finalize various prepared reports by former consultants for technical clearance from designated RAP officers
- Support PMU and Child Health Division (CHD)/MoH to conduct a joint coordination meeting and facilitate in technical matters (Working Groups/Technical Committee) in order to decide and undertake various food and nutrition related activities
- Facilitate recruitment of the consulting firms for printing BCC/ IEC materials and maintain close coordination with them to ensure the timely delivery and quality of the work
- Provide technical support to the Nutrition Section of the Ministry of Health and Department of Health Services in the implementation of the BCC Programme and ensure that the BCC Programme is aligned with the project objectives
- Support the DFTQC to finalize the prepared documents and facilitate under the Ministry of Agricultural Development in the preparation of a proposal related to food safety, processing and preservation, nutritive value analysis and other relevant studies and activities in line with project objectives
- Assist in ensuring the quality of the training materials/guidelines/manuals and other reference documents to be developed for training facilitators and targeted beneficiaries related to nutrition
- Provide technical guidance during the design of the training package on nutrition education to farmers, including the curriculum for training of trainers and for farmers' groups at the community level
- Participate in the training programme as one of the training resource persons and provide support to the PMU, DPSU, DADO, DLSO and DPHO, District Nutrition Focal Points, District Technical Officers- Nutrition, and Project Field Staff.
- Conduct periodical supervision and monitoring of district and community-level training events and post-training activities carried out by the farmers' groups, mother groups and other groups benefitted under the project
- Support PMU/MOAH in implementing capacity enhancement training of district-level officials in pro-nutrition agriculture actions including training needs assessment, the development of a training package and conducting training of trainers.
- Support PMU/MoAD and CHD/MoH in carrying out advocacy events for nutrition sensitive agriculture including development of advocacy package for all levels and ensuring quality execution of events
- Prepare TWP and MAP and submit to Team Leader for further processing .
- Review and recommend TWP, MAP,ITA, TP and BTOR of DTOs for approval and provide technical support and supervise the activities of District Technical Officers-Nutrition to carry out the district level activities with quality output
- Support PMU/MoAD in preparation of Monitoring and Evaluation Framework along with monitoring tools for component 3 related activities
- Work closely with other FAO TA team members to ensure the effective integration of nutrition in other agricultural interventions and training activities

KEY PERFORMANCE INDICATORS

Expected Outputs

- Detailed Annual, Half yearly and Trimester plan of action for nutrition (component 3)
- Progress reports at different point of time of the project implementation
- Advocacy of agriculture /food-based nutrition at all level
- Regular follow-up, monitoring, coaching and technical backstopping of DTO-Nutrition.
- Field visits, monitoring of various field activities and technical backstopping to project staffs and feedback to DHO and DPSU,

Required Completion Date:

- Periodic
- Continuous
- Continuous
- Continuous
- Continuous

<ul style="list-style-type: none"> • Participation in district level (DPSU), regional and central level review and planning meetings/workshops organised by PMU, FAO-TA and NARC, • Contribution to prepare progress reports at different point of time of the project implementation, • Review , update and finalize various prepared reports by former consultants for technical clearance from designated RAP officers • Contribution to prepare different training curriculums, posters, hand-outs, guidelines, manuals etc. • Detail Job completion / Terminal report preparation and submission 	<ul style="list-style-type: none"> • Periodic • Continuous • Continuous • Continuous • In the last month of tenure
<p>Qualifications: Master's degree in nutrition, public health or any other related field with a minimum of five years of professional work experience in food-based nutrition projects, agriculture or livestock projects with nutritional objectives or public health nutrition projects in the capacity of project management, training, monitoring and supervision. Direct field experience especially of mid and far-western Nepal is highly desirable. Good written and oral communication skills, both in English and Nepali, are highly desirable. The candidate should be well versed in computer applications such as MS Word, MS Excel and MS PowerPoint. Experience with similar internationally funded development projects will be an advantage.</p>	