



FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS
Terms of Reference for Consultant /PSA

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

Job Title	District Technical Officer - Nutrition		
Division/Department	FAO Programme		
Programme/Project Number	UTF/NEP/073/NEP; FAO TA to AFSP		
Location	19 Project Districts: Dadeldhura, Darchula, Baitadi, Doti, Achham, Bajhang, Bajura, Rolpa, Rukum, Pyuthan, Salyan, Surkhet, Dailekh, Jajarkot, Kalikot, Jumla, Humla, Mugu, Dolpa		
Expected Start Date of Assignment	1 July 2016	Duration	20 months
Reports to Name:	Dr Braja Kishore Prasad Shaha	Title	Team Leader

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

Under the direct supervision of the Project Nutrition Specialist and operational supervision of the Chief of District Health Office and in close coordination with the DPSU and District AFSP Focal Persons at DADO, DLDO and DPHO, the District Technical Officer (Nutrition) will primarily be responsible for effective planning and quality implementation of nutrition-related activities of the project. He/she will supervise the activities and provide guidance to the field-based project staff (Agriculture Technician, Livestock Technician and Project Facilitators) as appropriate. The DTO-Nutrition will spend considerable time in the field supporting, providing technical backstopping and monitoring the field-level staff work, farmer groups, mothers' groups and other beneficiaries of the project for effective implementation of nutritional interventions as well as ensuring the integration of nutrition into agricultural interventions. The DTO-Nutrition will coordinate with concerned stakeholders at district level for coordinated efforts for food and nutrition security and advocate for nutrition sensitive agriculture and food based nutrition.

The specific jobs to be carried out by the DTO-Nutrition are as follows:

- Facilitate in implementing the food and nutrition related activities of the project at district and sub-district levels
- Monitor and supervise closely at the VDC, community and household levels to ensure that training and other nutrition activities are taking place as defined in the project documents
- Undertake field supervision at least 15 days in a month in the respective VDCs where activities are under implementation based upon a supervision schedule approved by DHO (in coordination with DPSU) and submit timely reports of the field visit
- Report the problems faced in the field to DPSU and DHO as appropriate and liaise with the DPSU, PMU, CHD and Nutrition Specialist for timely action to the problem.
- Track progress of the implementation regularly and timely report to the DPSU manager and DHO under whom the activity under implementation is concerned, with a copy to the Nutrition Specialist.
- Liaise with DHO for the implementation of the BCC activities and provide support for the preparation, implementation, capacity building and training, review and assessment and timely reporting.
- Support VDC, Health Facility, Female Community Health Volunteers (FCHVs), mother groups and farmer groups for home nutrition garden and BCC training.
- Guide and facilitate the formation/reactivation of mothers' groups, nutrition exhibitions, food demonstrations and the implementation of BCC and other nutrition activities at VDC and ward levels
- Under the guidance from the Project Training Specialist, Agriculture and Livestock Specialists and in collaboration with District Technical Officer (Livestock and Agriculture), identify needs and contribute to the design of the curriculum, lesson plans, guidelines and procedures for different training packages related to nutrition to be embedded in ToT, refresher courses, FFS and Village Model Farm and provide backstopping support in their implementation
- Coordinate with agriculture and livestock technicians for the organization of other nutrition related trainings for the farmers and mother groups, participate in the training and act as a resource person
- Providing adequate orientation and supervision to field based project staff on project activity implementation, timely implementation of BCC, food demonstration, food processing and preservation and other nutrition related activities at the VDCs, mother and farmer group levels
- Carry out field supervision based upon a supervision schedule approved by DHO (in coordination with DPSU) to observe the activities of BCC providers as well as other nutrition related activities at the community level
- Provide technical support to DPHO and work as the bridge between DPHO, CHD and Project Nutrition Specialist at the PMU level in solving the technical problems
- Assess the effectiveness of the BCC and nutrition education programme by visiting households and interacting with mothers' groups and farmer groups.
- In line with the Monitoring and Evaluation Framework, monitor nutrition activities, Small Grant sub-projects on nutrition and their facilitators and share information to the DPHO and the Project Nutrition Specialist and M& E Specialist. Assist in compiling the progress report at district level and share with all partners and other stakeholders.
- Participate in the district-level planning and coordination meeting, get timely updates about progress and ongoing work on nutrition components and report to the DPHO and DPSU
- Advocate for food based nutrition and nutrition sensitive agriculture at the district and sub-district level
- Submit a work plan and monthly progress report as per the format developed by the project.
- Undertake any other work as assigned by the Project Nutrition Specialist, Chief of DPHO and the Team Leader pertaining to project with focus to nutrition

KEY PERFORMANCE INDICATORS

Expected Outputs (support to DHO and DPSU)

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| <ul style="list-style-type: none"> • Annual /Trimester/ Monthly Work Plan and Budget related to Component 3 (District Specific) prepared • Periodic progress report (Monthly, Trimester and Annual) including monitoring and supervision submitted • Integration of nutrition in FFS done • Regular technical backstopping to project field level staff • Advocacy of food based nutrition at district level done • Effective coordination among implementing agencies functional • Regular communication with Project Nutrition Specialist • Facilitation during training events • Support to DHO in implementation of nutrition related activities • Job Completion / Terminal Report | <ul style="list-style-type: none"> • Periodic • Periodic • Continuous • Continuous • Continuous • Continuous • Continuous • Continuous • Continuous • In last month of Tenure |
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Qualifications & Requirements: Bachelor's degree in nutrition, public health or any related field, with minimum one year of experience in livestock development projects. Having experience of working with multi-disciplinary team will have an advantage. The candidate should have adequate competence in communication, planning and reporting in English and Nepali languages. Candidate should have knowledge of computer skills (MS Office package: word, excel and power point). Experience with similar internationally funded development projects will be an added advantage.