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Apply before: 16 Oct, 2016

Field Supervisors

Job posted on 07 Oct, 2016 Apply before 16 Oct, 2016

KCDC

The Kakani Centre for Development of Community (KCDC) is a non-governmental organization founded in 1993, and since then has implemented projects in the sectors of children trafficking, HIV/AIDS, child labor, health and nutrition, education, agriculture and disaster risk reduction with gender as a cross-cutting issue in partnership with Nepal government and other agencies. KCDC is now implementing the 'Humanitarian Assistance to People Affected by Earthquake' project in the VDCs of Nuwakot district in partnership of Oxfam GB. KCDC Nepal invites applications from all interested and potential Nepali candidates for the following position in our Humanitarian Assistance project:

DETAILED JOB DESCRIPTION / REQUIREMENTS:

THE KAKANI CENTER FOR DEVELOPMENT OF COMMUNITY (KCDC)

Category:Health and Nutrition

Position Type: Full Time

Experience: working in Suaahara I in Nuwakot

Openings: 16

Education: + 2

City: Bidur Nuwakot

POSITION: Suaahara II Field Supervisors – 16

LOCATION: In Nuwakot District

STARTING SALARY: NRs. 20,000.00

Background

Suaahara II is an initiative to save lives, prevent illness, and ensure healthy growth and development. Good nutrition in the first 1,000 days mothers and children, from conception to two years of age, is critical to enable all children to lead healthier and more productive lives. Suaahara II is scaling up improved infant and young child feeding and maternal nutrition through large-scale programs in all in 61 VDCs and in Bidur Municipality in Nuwakot district and through strategic technical support and the dissemination of innovations, tools, and lessons district wide. Suaahara II is funded by USAID.

Suaahara II KCDC Program in Nuwakot is supported by Helen Keller International(HKI – Prime), CARE, FHI 360, Nepali Technical Assistance Group (NTAG), Equal Access Nepal (EAN), Environment and Public Health Organization (ENPHO) and Vijaya Resource Development Center (VDRC) to provide technical support on nutrition programming and introduce evidence based intervention under the objectives of the Suaahara II on the theme of National Health and Nutrition Mission.

Job/Position Summary

The Field Supervisors – Suaahara II (Good Nutrition) in Integrated Health and Nutrition will work with the team led by the Project Team in Nuwakot. The FSs will be responsible for providing project operational technical assistance in planning, implementation and supervision of activities in coordination with the Community Stakeholders, Nutrition Mission, National Health and Nutrition Plan and key target groups 1000 days like Pregnant, lactating mothers and under 2 years children in coordination with V-FN-CC, V-WASH-CC, VDCs, PHCs/HPs/SHPs, LSCS, ASCs, CACs, FCHVs, WCF, HMGs, CBOs and other Health and Nutrition Program. The FSs will facilitate in translating the National policies, guidelines, operational plan into action through the District and VDC Ward level Health and Nutrition.

This position will facilitate in improving quality of implementation, supervision and reporting; maintain activity wise deliverable trackers; communicate, connect, and coordinate with community and VDC, Community Stakeholders and Suaahara II to ensure successful planning and implementation of the program activities expected in Nuwakot. This position will provide strategic operational execution, community leadership, community coordination, site preparation, supervision, analysis and quality assurance in households like improving status of Health and Nutrition of pregnant, lactating mothers and under 2 years children, WASH, Behaviors Change and Communication and will take a lead role in disseminating lessons learned from the results at VDCs and community forums and at home level.

ESSENTIAL JOB DESCRIPTION/FUNCTIONS:

General role and responsibilities:

- Work closely with the Executive Director and Field Coordinator and provide inputs in work plan, implementation, timeline and deliverables related to integrated health and nutrition technical support in 61 VDCs in Nuwakot and in Bidur Municipality.
- Maintain regular coordination with VDCs, V-FN-CC, V-WASH-CC, VDCs, PHCs/HPs/SHPs, LSCS, ASCs, CACs, FCHVs, WCF, HMGs, CBOs and other Health and in community; exchange information on MIYCN activities; participate and organize monthly/quarterly meetings, make presentations, joint field visits plans etc.
- Maintain strong relationship with the modal program Health Personnel, FCHVs, W-CFs and HMGs in VDCs and in community.

- Participate and facilitate in meetings with the Health at VDCs and 1000 days mothers, FCHVs, HMGs and HPs .
- Coordinate with V-FN_CC, Health Posts, Traditional Healing Persons, Household Decision Makers, district teams to roll out cascade training to all ANM, HPs, 1000 days mothers, FCHVs, staff nurse etc.
- Facilitate and find opportunities to integrate maternal health and nutrition and IYCF with Water, Sanitation and Hygiene Program in all VDCs in Nuwakot.
- Support and maintain partnerships for the purpose of scaling up activities and assuring sustainability of maternal nutrition and IYCF interventions by collaborating with the alliance partners.
- Identify opportunities in community through VDC's block grants to integrate maternal nutrition and health and IYCF into the existing platform of VDCs.
- Conduct regular field visits in the project area and HPs in Community to observe the quality of interpersonal counseling by ASHA, ANM, Staff Nurse; group counseling, training status and use of IEC tools and materials; encourage supervisors to use observation checklist for supportive supervision.
- Coordination with concern stakeholders, FCHVs in community and participate in community stakeholders meeting and ward level meetings; facilitate joint field visits; share and update field findings with the local Health and Suaahara II authorities.
- Monitor the quality of the local media campaign and the strategy to ensure follow up and problem solving.
- Maintain work plan and follow up on the deliverables for timely completion of deliverables.
- Contribute in preparing site and Monthly Progress Report based on work plan and deliverables; field visit findings, lesson learned and challenges related to the Program.
- Use of any program tools and materials reviewed and approved by Executive Director and FC.
- Work in close coordination with the other Field Supervisors for strategic planning, work plan and activities.
- Facilitate quality of the implementation and supervision of Suaahara II on maternal health and nutrition and IYCF components.
- Home visits to handhold, monitor and ensure the quality of 1000 days mother and children and their supervisors; use of training tools and materials in community.
- Field visits to ensure use of observation checklist by the FCHVs in Health; set up review mechanism and sharing of feedback at VDC and ward level monthly meetings of Health in community.
- Field visits to observe the quality of interpersonal counseling; group counseling etc. using observation checklist.
- Participate in the district monthly meeting of Sahara II and present MIYCN updates, learning and challenges.
- Coordinate with PHCs/HPs/SHPs to follow up quality of roll out cascade training/refresher trainings on maternal nutrition and IYCF introducing supportive supervision checklist, job aids, self-reporting checklist, and their supervisors in immunization centers.
- Provide V-FN-CC, V-WASH-CC, VDCs, PHCs/HPs/SHPs, LSCS, ASCs, CACs, FCHVs, WCF, HMGs, CBOs and other Health and inputs in community for maternal health and nutrition and IYCF facilitation, supervision and monitoring, field visits, printing of tools and materials etc.
- Participate in ward and VDC level meetings of Health to share and promote National policy, guidelines, plans and tools and materials on maternal health and nutrition and IYCF.
- Provide project activity related information, photos etc for the Suaahara II KCDC Monthly Progress Reports.

Other roles/responsibilities:

- Help develop month and annual work plans, budgets (especially the activities and costing) and project reports, and ensure timely reporting and responses for information to Suaahara II KCDC.
- Actively participate in, contribute to, and in some cases conduct or help facilitate program development and implementation activities (strategic planning, program presentations, advocacy and policy meetings, workshops), as appropriate
- Helps in organizing meetings, seminars, workshops at Ward and VDC level for under the banner of Suaahara II Mission.

Other duties as assigned:

- The above statements are intended to describe the general nature and level of work being performed by people assigned to this job. They are not intended to be an exhaustive list of all responsibilities, skills, efforts, or working conditions associated with a job.

REQUIRED SKILLS AND QUALIFICATIONS:

Education:

- At minimum, + 2 degree and working experience of Suaahara I in Nuwakot

Experience:

- At least relevant experience with IYCF and maternal health and nutrition and Suaahara I working experience in Nuwakot as local required.
- Extensive field experience in integrated health and nutrition program of Suaahara I, experience in designing, implementing, monitoring and reporting on various types of service delivery platforms (i.e. interpersonal communication, community mobilization and mass communication and Smart Phone Operations).
- Experience working with the Health systems, integrating program components, tools and materials, reporting systems etc.

Special Requirements: This job will require a Suaahara I background check in Nuwakot

Skills:

- Ability to work independently, assess priorities, and manage a variety of activities while communicating, connecting, and collaborating with community stakeholder and development project, and a broad coalition of government, NGO, and community project partners.
- Strong interpersonal and Suaahara I skills
- Excellent problem-solving skills
- Excellent writing, editorial, and communication skills, including strong presentation skills to report results to major and key persons.
- Excellent written and oral communication skills in Nepali, Tamang fluency and English also very strongly preferred.
- Excellent Smart Phone skills and data operating.
- Community knowledge and experience.

Additional Information:

- Equipment to be used: Computers, fax machine, telephones, calculators, and/or similar devices

- Typical physical demands: Works in a typical field based working setting working conditions including
- Travel: Live and work in Community 100% time.

TO APPLY,

Incumbents fulfilling the criteria mentioned above may send in their complete Curriculum Vitae (CV) with statement of purpose quoting only the Job Title and the Subject by **16 October 2016 before 17:00 hours** to the address mentioned below: Incumbents from respective Suaahara I from Nuwakot and Dalit, Janajati and women are highly encourage to apply by attaching Appreciation Letter of Suaahara I KCDC.

KCDC Nepal

People and Philanthropy Department

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