

Global Alliance for Improved Nutrition

Job title:	Project Officer, Cabo Delgado Food Systems Strengthening Programme (CDFSS)		
Classification:	Grade 3	Direct reports:	0
Work location	Pemba, Mozambique	Travel required:	50%

The Global Alliance for Improved Nutrition (GAIN) is a Swiss-based foundation launched at the United Nations in 2002 to tackle the human suffering caused by malnutrition. Working with governments, businesses and civil society, we aim to transform food systems so that they deliver healthier diets for all people, especially the most vulnerable.

Headquartered in Geneva, Switzerland, GAIN has offices in countries with high levels of malnutrition: Bangladesh, Benin, Ethiopia, India, Indonesia, Kenya, Mozambique, Nigeria, Pakistan, Rwanda, Tanzania and Uganda. To support work in those countries, we have representative offices in the Netherlands, the United Kingdom, and the United States.

At GAIN, we believe that everyone in the world should have access to nutritious, safe, and affordable food. Today, one in three people - drawn from nearly every country on the planet - are unable to consume enough nutritious food. We work to develop and deliver solutions to this daily challenge.

DESCRIPTION
Overall purpose The Project Officer will work closely with the project coordinator and operations teams to support the coordination of project activities involving implementation of an assigned portfolio of Cabo Delgado Food Systems Strengthening Programme (CDFSS) activities. The Project Officer supports field-level implementation, build relationships with field partners, beneficiaries and local authorities, and ensures that assigned activities and outputs are delivered to the required quality, within agreed timelines and approved budgets. The position requires practical experience in food systems, market development, agricultural value chains, enterprise support or community-level programme implementation. The Project Officer is expected to work independently in the field, identify and resolve operational challenges and contribute to programme monitoring, learning and adaptation.
Tasks and Responsibilities <u>Programme implementation and technical support</u> • Ensure implementation of assigned CDFSS activities within the designated area, maintaining detailed plans aligned with work plans and results frameworks. • Conduct regular field visits to monitor progress, verify output quality and identify implementation bottlenecks, reporting risks and solutions to the Project Manager.

Global Alliance for Improved Nutrition

- Provide technical guidance to vendors, women entrepreneurs, MSMEs and cooperative members, and facilitate trainings, market activations and community engagement events.
- Monitor the installation and operational use of cold-chain, solar, irrigation and other programme-supported equipment.

Partner and stakeholder engagement

- Serve as the focal point of contact at the field-level for assigned implementing partners, providing technical guidance and following up on agreed deliverables.
- Maintain working relationships with district and provincial Government authorities, cooperatives, vendor associations, MSMEs and community groups.
- Under supervision of the project coordinator, represent GAIN in district and provincial meetings and joint field visits as delegated, and document agreements and follow-up actions.

Beneficiary selection, grants and asset management

- Coordinate the identification, verification and selection of programme beneficiaries, with attention to women, youth and displaced persons.
- Support the development and monitoring of grant agreements with cooperatives and MSMEs, conducting follow-up visits to verify progress and expenditure.
- Prepare technical specifications and procurement requests, verify delivered assets and maintain accurate handover and beneficiary records.

Monitoring, reporting and compliance

- Ensure field-level data collection using GAIN-approved tools, ensuring monitoring information is accurate, complete and submitted on time.
- Draft activity and field visit reports, case studies and evidence for semester, annual and donor reports, and support evaluations and learning exercises.
- Prepare and monitor activity budgets and expenditure, and ensure compliance with GAIN financial, safeguarding and Code of Conduct requirements.

Key Organizational Relationships

- Reports to the Project Coordinator, CDFSS
- Liaise regularly with GAIN professional services, Programmes Team and Knowledge Leadership teams.
- Vendors and Suppliers, Government, NGOs, Private Sector, and others implementing partners.

JOB REQUIREMENTS

Competencies

- Demonstrable knowledge of food systems, markets, enterprise development or agricultural value chains.
- Ability to operate with autonomy, coordinating field activities and solving operational challenges with minimal supervision.

Global Alliance for Improved Nutrition

• Ability to identify challenges early and proposes practical solutions while maintaining focus on quality, timelines and budgets. • Good interpersonal, communication and influencing skills across Government, NGOs, Private Sector, beneficiaries and suppliers. • Ability to facilitate training sessions, workshops and community engagement activities; proficiency in Microsoft Word, Excel and PowerPoint.
Experience • Experience in programme implementation in food systems, market development, agricultural value chains or a related area. • Demonstrated experience managing field activities, beneficiary engagement, training facilitation and output monitoring. • Experience working with cooperatives, MSMEs, producer organisations, Government, NGOs, Private Sector or donor-funded projects. • Experience with cold-chain systems, solar equipment or grants and sub-grant monitoring is an advantage. • Experience using mobile data-collection tools such as Kobo Toolbox or ODK is an advantage.
Education • Bachelor's degree in Agricultural Sciences, Nutrition, Economics, Development Studies, Social Sciences, Business Management or a closely related field. • Certification in Project Management would be an added advantage.
Other requirements • Full professional proficiency in Portuguese and English, including written reporting. • Willingness to travel regularly to programme districts and work effectively in remote, security-sensitive field environments.
WHAT GAIN OFFERS
• Flexible working arrangements in accordance with organizational policies. • A collaborative and professional working environment. • Opportunities for learning and professional development. • The opportunity to contribute directly to food-system transformation and community-level programme results.

Please note that job descriptions cannot be exhaustive, and the post-holder may be required to undertake other duties, which are broadly in line with the above key responsibilities.