

## **2 positions: a senior policy advisor and an international nutritionist for the Global Support Facility of the NIPN initiative**

The Global Support Facility (GSF) for the National Information Platforms for Nutrition (NIPN) initiative is currently a team of 5 hosted by Agropolis International in Montpellier, France. Its role is to support national organisations in countries to set up a multi-sectoral platform to gather, analyse, interpret and use nutrition information. The platforms will analyse information at the request of national policy makers and disseminate findings to stakeholders involved in nutrition-specific and nutrition-sensitive policies and programmes in all sectors. Working with up to ten countries in Africa, Asia and Latin America, the GSF is seeking to reinforce its team by hiring two additional experts: a senior policy advisor and an international nutritionist. The positions are for one year initially, starting as soon as possible, with a possible extension for up to 3 years, and is based at Agropolis International in Montpellier, France, with a possibility to work partially remotely.

### **Background information: the NIPN initiative**

The European Union, with support from the United Kingdom Department for International Development and the Bill and Melinda Gates Foundation, are supporting up to ten countries in the Scaling Up Nutrition (SUN) movement to analyse existing data to develop evidence-based policies and programmes to prevent malnutrition, through an initiative called “National Information Platforms for Nutrition” (NIPN) (<http://www.nipn-nutrition-platforms.org/>). The initiative is taking place at country level where the platforms will be set-up thank to a contract between the European Union Delegation and a national institution and/or a third party responsible on behalf on a national institution. At global level, the initiative is supported by the Global Support Facility (GSF) which main function is to provide strategic and technical guidance for the development and functioning of the platforms at national level. The GSF is operated by the Agrinatura consortium (<http://agrinatura-eu.eu/>) and hosted at the offices of Agropolis International in Montpellier, France (<http://www.agropolis.org/>) and comprises: a team leader, a nutrition expert, a data management expert, a coordinator and an assistant.

The platform’s main objective is to strengthen national capacity to improve the analysis of data so as to better inform policy and programme decisions in nutrition. To this aim, the platform proposes in each country to bring together existing information on nutritional status in each country with data on nutrition specific and nutrition sensitive factors that influence nutrition including health, diet, agriculture, water, sanitation, social protection, women’s empowerment, education and climate. The aim of the analysis generated by the platform is to contribute to the development of policies and programmes to improve the nutritional status of the population.

The platform rely on a core analytical team/unit in charge of the data management and data analysis which will work under the guidance of an multi-sectoral advisory committee composed of mid-level programme planners. The advisory committee fits within and responds to any national multi-sectoral governance body/structure for nutrition already in place. The multi-sectoral advisory committee is at the interface between the core analytical team and the national stakeholders and senior policy makers in country.

The platform will work through the following operational cycle: identifying and prioritising questions for analysis relevant for policy and programme planning, preparing and managing data and generating analysis, disseminating and communicating information backward to support policy and programme decisions in nutrition. The platforms at country level are therefore often composed of several entities or national institutions working together in different capacities and roles and in a multi-sectoral dimension. The countries in which NIPNs are being established are: Bangladesh, Ethiopia, Kenya, Laos, Niger and Uganda. Additional countries are under consideration to join: Burkina Faso, Ivory Coast, Guatemala and Zambia. The contracts for up to eight platforms will be signed in 2017 for a 4 -year duration. As the contracts are being signed and additional countries are being considered, the needs for the GSF to support countries is increasing. The positions respond to this increased and more diverse country demand for support and timely follow-up to ensure that partners are fully equipped for the start of the platform.

### **Conditions of employment**

The two recruited experts will be members of staff of the Global Support Facility and will be employed by means of a one-year contract, renewable for up to 3 years, depending on the project needs and the availability of funds, either on secondment from an institution or directly on contract with Agropolis International. If the experts work on secondment from an institution, there is no requirement to be based full time in Montpellier, where the offices of Agropolis International are situated, but ideally the experts would spend some time with staff of the GSF initially to become familiar with the project and then might be based within another country of the European Union.

The experts should have the ability to communicate, read and write in English and in French.

The positions require a substantial amount of overseas travel to the countries in the initiative, as well as providing remote technical support and advice.

Conditions of employment and remuneration will be based on the rules and scales of the employing organisation (whether Agropolis International or the organisation providing the staff on secondment), depending on qualification and experience, in the respect of the French laws.

The experts will work closely with the Team Leader of the GSF and with the two other experts, the Project Coordinator and the Administrative Assistant. They will report to the Team Leader for technical matters and to the Project Coordinator for all contractual matters.

### **Applications**

Applications (CV, application letter and the name of two references) should be sent by email to:

[gsf\\_nipn@agropolis.fr](mailto:gsf_nipn@agropolis.fr)

by the 30<sup>th</sup> of April 2017.

Interviews will be held mid-May.

Experts should be ready to start in September.

The detailed profiles are shown below.

## Policy advisor and policy development facilitator

<b>Main role:</b>	<p>The international Policy Advisor will work closely with a national Policy Advisor in each NIPN country to support and facilitate the work of the national policy or technical advisory committee. The committee is intended to bring together policy advisors from all sectors with a role to play in improving nutrition, with the following purpose: to review existing policies and programmes in all sectors to understand their suitability for purpose; to understand policy cycles and identify any needs for policy development; to identify issues and questions that could be considered by the analysis unit; to prioritise the questions to be posed to the analysis unit; to interpret and understand the findings of analysis; and to promote the findings of the analysis to policies and programmes in each sector and support their implementation.</p> <p>The international Policy Advisor will be required to provide support to each national Policy Advisor in a number of fields so that they, in turn, can support the work of the policy advisory committee. These can be summarised as: policy and programme analysis, knowledge brokering, developing analytical frameworks, facilitation, outreach to policy advisors and programme planners, and operationalising plans, all related to human nutrition.</p> <p>A review of policies and programmes will be a prerequisite for each NIPN to understand the current state of policy development, stages in policy cycles, and current programmes. This will help the needs and priorities of sectors to be identified.</p> <p>There will be a strong element of knowledge brokering before any data analysis is undertaken. This will include supporting the national Advisor and the committee to review existing national information obtained from reviews, evaluations and studies, and to review what is known internationally from scientific papers, international guidelines, grey literature and the experiences reported by other countries.</p> <p>The international Policy Advisor should have experience in developing frameworks to facilitate the analysis of policy questions, such as developing causal pathways, conceptual frameworks or theories of change that could then be used to identify the change to be brought about and information needed to be able to attempt to provide answers.</p> <p>The process of developing questions by the policy advisory committee will be facilitated by the national Policy Advisor, so the international Policy Advisor should be able to guide and support this process.</p> <p>Once the results of analysis are provided, the Advisor should be prepared to help the committee to interpret findings in the context of current policies and programmes to improve nutrition in all sectors; to disseminate the findings in ways that inform different audiences; and to support and track the process of policy development in each sector participating in the NIPN initiative and identify challenges or bottlenecks, if any, to effective implementation. The international Policy Advisor should be able to support the national advisor and the policy committee in this process.</p> <p>Technical support for all these elements may be provided in countries by national experts or by international consultants, when needed.</p> <p>The position of international Policy Advisor in nutrition is thus very broad and will need to be able to build on the skills and experience of each national Policy Advisor to support, facilitate and build capacity in developing evidence-based policies that meet current national needs. The international Policy Advisor will be expected to write guidelines to support these processes and to capture experiences in reports and briefs that could inform other countries. The international Policy Advisor will be encouraged to synthesise and summarise</p>
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	<p>lessons learned and to publish these experiences. An ability to write clearly and succinctly in either English or French is important. The documents will then be translated and made available by the GSF through a NIPN web site.</p>
<b>Required qualifications:</b>	<p>The Policy Advisor will have a higher degree (Masters or PhD) in public health policy, international or global health policy or policy development, ideally with a focus on developing countries and with a strong interest in nutrition.</p>
<b>Required experience:</b>	<p>The Policy Advisor will have practical experience of working in a policy development environment, ideally in developing countries, and may have worked as facilitator or knowledge broker to help develop policy in public health or more specifically in nutrition. A candidate with a Masters' degree should have at least 15-20 years' experience in policy development; a candidate with a PhD should have at least 10 years' experience.</p>
<b>Required skills:</b>	<p>The Policy Advisor should have skills in leading or facilitating policy development or should have been involved in providing substantial support to policy development in the health sector ideally in a developing country. Fluency in both spoken English and French is required.</p>
<b>Main duties and responsibilities:</b>	<p>The Policy Advisor will be responsible for:</p> <ul style="list-style-type: none"> <li>• Supporting the work of national Policy Advisors to facilitate, enable and guide the process of developing and prioritising questions for analysis that could contribute to improved nutrition based on national and sectoral priorities</li> <li>• Support methods and approaches to analyse policies and develop questions for analysis that follow best practices</li> <li>• Support the recruitment of national Policy Advisors in NIPN countries as agreed with the host agency</li> <li>• Assist in developing work plans for the national Policy Advisor and the national policy advisory committee for each NIPN</li> <li>• Identify and support the needs for personal development of the national Policy Advisors, by means of training if necessary</li> <li>• Develop and identify materials to build the capacity of members of the national policy advisory committee and of the national Policy Advisor in each country</li> <li>• Lead or support training courses to build the capacity of members of the national policy advisory committee in each country to develop questions of relevance to policies and programmes that could be posed as questions for consideration by the analysis unit</li> <li>• Support the recruitment of short-term experts to carry out specific assignments both internationally as agreed with the GSF and its expert advisors, and nationally as agreed with the NIPN policy partner (if any) and project management committee</li> <li>• Identify training courses in policy development and work with national NIPNs to identify government staff to be trained</li> <li>• Contribute to the annual review of the progress of each NIPN in terms of policy and programme development</li> <li>• Contribute to the work of the GSF in supporting countries by attending weekly meetings (remotely if not based on Montpellier) and attending the annual meeting of the Expert Advisory Group</li> <li>• Seek specific support from members of the Expert Advisory Group when needed</li> <li>• Report to the European Union Delegations in countries and to staff of the European Commission Development Cooperation Unit in Brussels on all matters related to policy development processes, on the work of national Policy Advisors and on the policy advisory committees in each NIPN</li> </ul>

## International nutritionist for country support

<b>Main role:</b>	<p>The position is to provide direct support by frequent and regular travel to countries in the initiative. This position is expected to support the francophone countries but will support other countries when needed.</p> <p>The country support nutritionist will work with implementing agencies in partner countries to support them to set up and implement information platforms for nutrition based on the requirements of the contract in each country and the stated objectives and expected outcomes of the project. The expert will focus on supporting and monitoring the execution of these processes and provide assistance to local partners and the Delegation of the European Union to ensure the timely development and implementation of the platform according to a nationally developed work plan.</p> <p>This will include working with partners to set up the managerial and organisational processes for the platforms; to help ensure that the lead institutions are staffed and well equipped; to help establish and then support the different groups required to operate the platform including a core analytical team, a policy advisory committee, a management committee and any stakeholders' group; to promote the active engagement of all sectors in the work of the NIPN; to help set up and then ensure that the NIPN operational cycle of formulating questions, managing and analysing data and disseminating evidence to support decision making in nutrition are in place and are applied effectively; to contribute to assessing the needs for capacity development of NIPN staff; and to ensure that the NIPN is responsive and coordinated with other national initiatives in nutrition. The position requires adaptability depending on context and demand, and the capacity to work with partners with diverse mandates and interests in nutrition including high level decision makers, policy analysts, project managers, sector specialists, nutritionists, statisticians and M&amp;E advisors.</p> <p>The country support nutritionist will work under the guidance of the Nutrition Expert and the Team Leader at the GSF.</p>
<b>Required qualifications:</b>	The applicant will have a Master's degree or an equivalent qualification in nutrition or food security or a closely related discipline
<b>Required experience:</b>	<ul style="list-style-type: none"> <li>• 5 years' practical experience in the field of nutrition or food security in developing countries</li> <li>• 3 to 5 years' experience of providing support and technical assistance to development projects in the field of nutrition or food related policies and programmes , ideally at a national level; experience in dealing with multi-agency and multi-sector projects</li> <li>• 3 to 5 years' experience in project management including providing practical training and support to national staff, and developing training material</li> <li>• Professional experience in data collection, management information systems and data analysis.</li> <li>• Familiarity with developments in the field of nutrition or food security, including international programmes and initiatives.</li> <li>• Knowledge of EC development cooperation programmes, especially in the field of nutrition, would be useful.</li> </ul>
<b>Required skills:</b>	<ul style="list-style-type: none"> <li>• An ability to communicate complex matters concisely</li> <li>• Fluent in spoken French and English</li> <li>• Flexibility to adapt to a complex project that involves multiple sectors and agencies</li> <li>• Skills in facilitating and coordinating</li> <li>• Willingness to travel frequently to Africa, Asia and perhaps Latin America, sometimes in difficult contexts</li> </ul>

<p><b>Main duties and responsibilities:</b></p>	<p>The Country Support Nutritionist will be responsible for:</p> <ul style="list-style-type: none"> <li>• Providing technical support to the main agencies involved in a NIPN including ministries, government agencies, the EU Delegation, UN agencies and research institutions in each country</li> <li>• Supporting partner agencies to set up, operate and manage the core NIPN teams or units</li> <li>• Assisting in developing an annual work plan and an operational framework for a NIPN</li> <li>• Providing technical assistance to coordinate the work of a NIPN with multi-sectoral plans of action in nutrition and national M&amp;E frameworks</li> <li>• Supporting the engagement of all sectors in a NIPN, specifically in the operation and function of the NIPN advisory or management committees</li> <li>• Keeping the EU Delegations informed of project developments and implementation</li> <li>• Keeping other members of the GSF team informed about key events, initiatives and other projects of relevance to the work of NIPNs in countries</li> <li>• Helping to identify needs for capacity development to ensure that all elements of the NIPN can function effectively, and support training course and workshops</li> <li>• Contributing to building a partners' networks to support the NIPN</li> <li>• Helping to ensure that the NIPN is aligned and coherent with the latest policies, programmes and investments in nutrition, in particular with regard to any monitoring and evaluation strategy and framework</li> <li>• Helping to ensure that the analysis done by NIPNs are applied and used to develop policies and programmes in each country</li> <li>• Attending and supporting national annual NIPN workshops</li> </ul>
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