



Senior Technical Associate

Job Description August 2020

About Emergency Nutrition Network (ENN)

ENN's vision is that every individual caught up in a nutritional emergency, or suffering from malnutrition anywhere in the world, gets the most effective help possible. ENN undertakes knowledge management, research and advocacy to support national governments, civil society, UN, donor and academic organisations. Through these collaborations we support agencies to implement evidence-based nutrition programming, predominantly in low- and middle-income countries and in fragile and conflict affected states.

The ENN is a well-established and highly respected UK-based, registered charity (established in 1996) working to reduce undernutrition globally. ENN's focus is predominantly in low- and middle-income countries and in fragile and conflict affected states. ENN is governed by a Board of Trustees and has its head office in Oxfordshire, UK. ENN is financially supported by bilateral donors, international non- governmental organisations and United Nations agencies.

Why work for ENN?

This is an exciting opportunity to join the growing ENN team in a new position as a Senior Technical Associate. ENN's portfolio of work has expanded in recent years and we are now looking for a new team member to lead the delivery of several key workstreams working closely with ENN's highly experienced Directors. We are currently undertaking a review of our 2015 – 2020 strategic period and developing our next Strategy in which your involvement will be fundamental. You will have a portfolio of diverse and interesting projects to lead, spanning a broad range of thematic areas and funding streams. At ENN our staff are encouraged to explore and develop their own specialisms and interest areas, contributing to our diversity of skillset and knowledge. As well as working alongside the ENN Technical Directors you will work with our team of Senior Nutritionists, Nutritionists and Associates and with our Operations and Finance Team, as well as having significant engagement externally in the relevant sectors on Nutrition challenges and issues.

Terms and Conditions

Hours of work: Full time or Part time

Type of contract: Fixed term contract of between 6 and 12 months initially, with the possibility to extend. Location: Office or home-based, ideally UK based and with RTW in the UK.

Holidays: 25 days plus UK bank holidays (or equivalent), increasing by one day p.a. after two complete years of service to a maximum of 27 days p.a..

Pension: Auto-Enrolment to ENN scheme with a generous Employer contribution of 5%

Salary: Competitive, dependent on relevant experience and suitability for the role

Purpose of the role

The Senior Technical Associate will be a key member of the Technical Team at ENN, bringing extensive skills, expertise and capacity to provide strategic and technical direction and deliver on existing projects. In addition you will contribute to new areas of focus and workstreams and together with our Operations and Finance Team, help secure funding to realise them.

Key Responsibilities

The Senior Technical Associate will work with ENN's Management Team on the overall strategic development of the organisation including:

- Contributing to the development and realisation of ENN's Strategy.
- Being aware of key developments in the nutrition (and related) sectors, identify new activities and opportunities that align to ENN's strategy.
- Conceptualising new areas of focus and helping write or lead on project proposals and related budgets.
- Representing ENN and contribute to global groups/initiatives/efforts, for example ENN-led technical interest groups, the Global Nutrition Cluster (GNC), Scaling Up Nutrition (SUN) Movement), Nutrition For Growth and the UN GAP on Child Wasting.

As a key organisation for providing evidenced knowledge of what works and how it works as well as identifying and helping to fill evidence gaps, ENN has considerable interaction with multiple organisations, institutions and individuals. Identification of these stakeholders, nurturing strategic relationships and building consensus are key activities for the Senior Technical Associate that will involve, for example:

- Attendance (in person/remote) at key international nutrition meetings/fora to either present ENN work, learn from other developments or support meetings through facilitation.
- Identification of new actors, institutions or agencies to expand ENN's network and reach.
- Instigate technical meetings and ensure their success, relevance and impact

The Senior Technical Associate will work across a range of topics and ENN projects which will vary during the period of employment (see full portfolio details on the ENN website) and will likely include:

- Field Exchange (FEX)
- Wasting and Stunting synergies & concurrence
- Management of At risk Mothers and Infants under six months (MAMI)
- Infant and Young Child Feeding in Emergencies (IFE)
- Adolescent Nutrition (ADO)
- En-net
- Global Technical Assistance Mechanism (GTAM)
- Multi-sectoral programming
- Health systems and infectious diseases and nutrition
- Cash Transfers and nutrition
- Political Economy and financing
- Maternal Health and Nutrition
- Food systems and agriculture and nutrition
- Climate change and nutrition
- Humanitarian Development Nexus

The Senior Technical Associate will lead on, and support, project delivery and content development of key outputs. This will involve taking a senior role on workstreams and being accountable for quality and timely delivery. Examples of the types of responsibilities the postholder will assume, depending on the specific project requirements and their relevant experience, may include:

- Publications and Knowledge Management:
 - content development and shaping, having a senior editorial role in ENN's flagship publication, Field Exchange
 - curation, development and management of knowledge
 - developing reach, engagement and impact of our KM products to our audiences
- All projects - the Senior Technical Associate will be overall accountable for the delivery of the projects assigned to them in their portfolio. Responsibilities will typically include:
 - Development of Concept Notes & Project Proposals
 - Working with the Project Manager to develop and monitor against project plans and budgets
 - Coordination with actors as relevant to the project (internal, external, multi agency, working groups and forums)
 - Lead, participate in and facilitate technical meetings
 - Development of technical resources
 - Development and updates of technical materials and briefings, mobilising and managing resources and staff as needed
 - Coordinate field visits as needed
 - Research and Mapping
 - Development of Case Studies
 - Reports and Analysis development
 - Monitoring and Evaluation
 - Communications, donor and other reporting
 - External representation

- Cross organisational working:
 - Engage in the technical review of colleagues' work
 - Act as a 'buddy' and / or co-lead to other technical project leads
 - Manage and develop the technical (and other) skills of ENN's staff
 - Contribute to internal communications, information exchange, learning and staff engagement
 - Contribute to technical debate and discussions, supporting consensus building
 - Actively promote ENN's commitment to diversity and inclusion, leading by example and contributing to an organisational culture where every individual is recognised and valued

Person Specification

Essential requirements

- Masters Degree in Nutrition/Community Nutrition, Public Health or relevant discipline or equivalent professional experience
- Strong Technical acumen and knowledge of the current key topics and challenges in the International Nutrition or other relevant sector
- Significant and relevant field experience
- Significant experience as lead author on written content, such as peer review publications, external reports or articles, briefs.
- Strong interpersonal, facilitation, influencing and stakeholder management skills
- Experience of knowledge management, and / or projects that focus on 'learning'
- Excellent communication, presentation, written and analytical skills
- Motivated, takes initiative, innovates and drives progress
- Good cross-cultural awareness and experience of establishing good working relationships with a wide range of stakeholders at national and global level
- Able to analyse external trends and information, make connections to our internal and external context, and act on opportunities when they arise
- Comfortable to work both autonomously and as a member of a dispersed and diverse team

Desirable requirements

- Post graduate level qualification in a relevant area would be an advantage
- Editorial experience and the ability to peer review and critically appraise written content
- Experience of planning, developing and reshaping technical publications
- Experience of leading teams and managing staff and associates
- Experience in managing quality for technical outputs
- Experience of developing and delivering training related to child health/nutrition
- Experienced as a technical lead on complex, institutionally funded projects
- Experience in developing funding opportunities
- Experience of supporting health programmes / system strengthening in developing contexts
- Nutrition/nutrition-related primary / other research experience
- French speaker or another relevant language

Reporting Lines:

The Senior Technical Associate will report to one of ENNs Management Team of Directors
The Senior Technical Associate may manage technical staff and associates

Eligibility to work:

Must have the right to work in the UK at the time of application. Candidates will ideally be based in the UK however other working locations may be considered.

Application process:

Please apply by sending a one page Cover Letter and your CV to the contact details below.

Informal enquiries welcome.

ENN is committed to diversity and inclusion, and to building a culture where every staff member is recognised and valued as an individual. We actively encourage applications from a broad range of experiences and backgrounds.

Closing date for applications: 5pm BST Monday 12th October 2020. We encourage early applications and ENN reserves the right to close the advert at any time during this period.

Contacts:

hr@enonline.net

NO AGENCIES PLEASE