



Senior Technical Associate - Job Description July 2022

(Fixed term contract / maternity cover)

About Emergency Nutrition Network (ENN)

Emergency Nutrition Network (ENN) works to reduce undernutrition globally. We enhance the effectiveness of nutrition policy and programming by improving knowledge, stimulating learning and building evidence. We are passionate about being network-driven, independent and evidence-based.

Our 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.

We undertake knowledge management, research and advocacy to support national governments, civil society, UN agencies, donors and academic organisations, and communities of practitioners. Through our work and collaborations, we support agencies and individuals to implement evidence-based nutrition programming, 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 foundations and trusts, bilateral donors, international non-governmental organisations and United Nations agencies. For more information about ENN see our website: www.enonline.net

What we do

Our Strategy aims to enhance the effectiveness of nutrition policy and programming by improving knowledge, stimulating learning, building evidence and providing support and encouragement to practitioners and decision-makers involved in nutrition and related interventions.

ENN's portfolio includes projects specialising in Infant Feeding in Emergencies, Wasting and Stunting, Adolescent Nutrition and Management of small & nutritionally At-risk Infants under six months & their Mothers (MAMI), as well as our highly regarded international publication, Field Exchange (FEX). We are also actively engaged in the global nutrition and development community in support of the COVID-19 response.

Our People

ENN's team is made up of a range of technical experts in nutrition, with decades of collective experience, and a small, experienced operational team. ENN is highly committed to diversity and inclusion, to enabling and promoting flexible working for our staff, and to supporting continued professional development.

We are proud that in our 2021 Employee Engagement Survey over 95 percent of our staff agreed that they are treated with fairness and respect at work and that they trust and respect their manager.

Purpose of the role

The Senior Technical Associate role is a key member of the Senior Technical Team at ENN. The post holder will bring extensive skills, expertise and capacity to deliver on our projects, provide strategic and technical direction and leadership, and manage their teams.

Terms and Conditions

This is a full-time position for 9-12 months. We will consider appointing two part-time positions if necessary to secure the right technical fit and skillsets.

- Hours of work: Full time (37.5 hours per week) – part time may be considered
- Type of contract: Fixed Term Contract (FTC)
- Location: Office or home-based
- Holidays: 25 days plus UK bank holidays increasing by one day p.a. after two complete years of service to a maximum of 27 days p.a. (pro rata)
- Paid office closure days between Christmas and New Year
- Pension: Auto-Enrolment to ENN scheme with a generous Employer contribution of 5%
- Salary: £49,000 to £55,000 per annum depending on experience (pro rata if part-time)

Key Responsibilities

1. Technical Lead

The Senior Technical Associate will lead on, and support, project delivery and content development of key outputs. This will involve being accountable for quality and timely delivery. The priority areas for this position are:

- Institutional engagement; donors and foundations
- Food systems transformation
- Climate change and nutrition
- Field Exchange
- Infant and Young Child Feeding in Emergencies (IFE)
- Management of small and at-risk infants under 6 months and their mothers (MAMI)

Examples of the types of project responsibilities the postholder will assume, depending on the specific project requirements and their relevant experience, include:

- Providing technical leadership to design, manage, deliver and ensure quality control on project areas
- Convening and facilitating working/advisory groups and leading technical meetings/consultations
- Brokering technical consensus
- Undertaking and/or overseeing research, such as scoping reviews
- Content development and shaping, having a senior editorial role
- Developing reach and securing engagement on project areas, including audience profiling and network development
- Working with our Digital Communications Specialist to identify and develop innovative communications tools and media to support uptake of outputs
- Coordination with actors as relevant to the project (internal, external, multi-agency, working groups and forums)
- Instigation of project relevant technical meetings, and ensuring their success, relevance and impact
- Reports and analysis development
- Working with the Projects Team to develop and monitor against project workplans and budgets
- Monitoring and evaluation
- Communications, donor and other reporting
- External representation

2. Strategic Development

The Senior Technical Associate will contribute to the overall strategic development of ENN and our strategic partners, including:

- Contributing to the development and realisation of ENN's Strategy
- Being aware of key developments in the nutrition (and related) sectors, identifying new activities, partners and opportunities that align to ENN's strategy.
- Representing ENN and contributing to global groups/initiatives/efforts
- Assisting the Senior Technical Team in providing strategic engagement support for identified donors
- Development of concept notes & project proposals

3. Team and Management Responsibilities

The Senior Technical Associate will have team management responsibilities including:

- Line management responsibility for several technical team members
- Manage and develop the technical (and other) skills of ENN's staff
- Engage in the technical review of colleagues' work
- Act as a 'buddy' and / or co-lead to other technical project leads
- 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

- Master's 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 International Nutrition, Food Systems and/or Health
- Significant technical experience in the priority areas outlined above.
- Significant, relevant field experience
- Experience in strategy development and delivery
- Experience in technical facilitation, consensus building and brokering
- Experience in conducting research
- Experience as lead author on written content, such as peer review publications, reports and briefs.
- Editorial experience and the ability to peer review and critically appraise written content
- Experience in managing quality for technical outputs
- Experience of leading teams and line management
- Strong interpersonal, facilitation, influencing and stakeholder management skills
- Experience in 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
- Comfortable to work both autonomously and as a member of a dispersed and diverse team

Desirable requirements

- Experience of planning, developing and reshaping technical publications
- Experience as a technical lead on complex, institutionally funded projects
- Experience of providing support to country programmes on project design and delivery
- Experience of supporting food systems/health programmes /system strengthening in developing contexts
- Experience in developing funding opportunities
- 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 Technical Directors and will have line management responsibility

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 submit a Cover Letter (no more than one page) and CV to recruitment@enonline.net **no later than Sunday 14th August 2022**. Early applications are advised as we reserve the right to conclude the process before the closing date if a suitable candidate is identified. Please include your preferred working pattern details in your application, if not full time.

Informal enquiries welcome.

No agencies please.

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.