



Job description

A) Definition of tasks

Job Title:	Assistant Technical Coordinator-VCD & Market System (LEAN Project)
Location:	Bandarban/Rangamati Hill District (with minimum 60% time in the field in upazilas and unions of respective district)
Grade/Level	Mid level position
Reporting to:	Technical Coordinator-VCD & Market System (LEAN Project)

Project and Consortium

The Leadership to Ensure Adequate Nutrition (LEAN) project aims to improve maternal and child nutrition in the remote Chittagong Hill Tracts of South-eastern Bangladesh through a consortium of six partners led by United Purpose (UP). The project aims to break the perpetual cycle of undernutrition in 18 selected Upazilas under the Districts of Rangamati, Bandarban, and Khagrachari in the Chittagong Hill Tracts. The project funded by the European Commission (EC) will work to improve maternal and child nutrition for 282,000 pregnant and lactating women, children under 5 and adolescent girls by providing holistic, nutrition-sensitive and nutrition-specific livelihoods models to diversify diets and income for the most vulnerable whilst working with local, district and national government to promote nutrition-sensitive governance at all levels. The specific objective of the Project is “to create an enabling environment for improved and sustained pro-poor nutrition security service delivery and awareness will address the institutional determinants of under nutrition in the CHT which include the political and policy framework for nutrition, and the coordination and service delivery structures”. The project planned to achieve three results (R), which are: R1: improved capacity, commitment and accountability of national, regional and local institutions to ensure better integration of nutrition services; R2: enhanced awareness, demand and consumption of nutritious food intake of direct nutrition inputs (DNIs) and improve WASH practices; and R3: strengthened vertical and horizontal alliances for nutrition sensitive, transparent and climate smart value chains. The project implanted by a consortium led by United Purpose (UP) and consists of technical partners HELNETAS Swiss Intercooperation (HELNETAS) and the Global Alliance for Improved Nutrition (GAIN), as well as three implementing partners Caritas Bangladesh (CB), Integrated Development Foundation (IDF), and Jum Foundation (Jum).

About the Role

As technical partner, HELNETAS will lead on implementation of interventions under Result 3 (strengthen vertical and horizontal alliances for nutrition sensitive, transparent and climate smart value chains). The position is responsible to promote and strengthen nutrition sensitive and climate smart value chains in the CHT region. More specifically, the Assistant Technical Coordinator will be responsible to support and lead in implementation of related interventions of Result 3 in the respective district. The overall responsibilities of the Assistant Technical Coordinator will be to provide inputs to develop concepts, approaches, strategies and operational guidelines to promote nutrition sensitive value chains in CHT region. As part of the role, s/he will facilitate a system that leverages production and marketing opportunities to enhance supply and demand of nutritious food and nutrition sensitive value chains within the CHT region. S/he will be responsible to contact, negotiate and establish contract with the district level public and private sector actors in order to promote nutrition sensitive value chains, WASH and

DNI markets in the CHT region. S/he will provide technical guidance and support to the partners and stakeholders through district base for smooth implementation of nutrition sensitive Value Chain development interventions and the promotion of WASH and DNI markets in the CHT region. S/he will be responsible for the facilitation of linkages with backward and forward market actors for their contribution in order to develop and strengthen nutrition sensitive value chains. The person will explore new market opportunities at the district or regional level in the selected sub-sectors and innovation related to production, processing and marketing. S/he will ensure gender balance in the implementation of project activities and inclusion of poor, extreme poor and marginalised groups in activities. As a core member of the District Technical Unit (DTU) of LEAN, s/he will actively take part and contribute in the process of making strategic and operational decisions of the project. S/he will play a vital role in planning, implementation, monitoring, report writing and experience capitalisation.

The Assistant Technical Coordinator-VCD & Market will perform the following **Tasks and Responsibilities**:

<p>A. Project organisation:</p> <ul style="list-style-type: none"> • Develop interventions of project and provide technical support • Assist DTU in developing the project's APO and annual budgets. • Search for updated relevant information related to promotion of nutrition sensitive value chains, private sector engagement • Conduct assessment and analysis of nutrition sensitive value chains, WASH and DNI market in collaboration with the district base District manager and Asst. Technical Coordinators-nutrition governance/gender and community mobilization and other stakeholders • Develop guidelines, tools, training modules/manual and monitoring systems based on the concept and strategies
<p>B Strengthen small and medium enterprises, entrepreneurs and private local service provision:</p> <ul style="list-style-type: none"> • Value chain assessment/rapid market assessment with involvement of private local service providers • Facilitate implementing partners for identification and selection of local service providers; • Facilitate public and private sectors to develop I training modules/manuals for local service providers based on communities' need; and organise capacity development events (training, exposure, accompaniment, coaching etc.) in the area of nutrition sensitive agriculture, business development and finance with engagement of public and private sectors; • Facilitate local service provision for match making between producers and input and value chain actors including financial service providers; • Support private sector and implementing partners to organise and capacity building of MSMEs and local service providers • Facilitate multi-stakeholders to establish collection and sales point through joint initiative;
<p>C Dissemination of innovative low-cost nutrition smart technologies and practices</p> <ul style="list-style-type: none"> • Organise KAP (<i>Knowledge, Attitude and Practice</i>) studies related to nutrition sensitive agriculture, consumption behaviour and nutritious food intake; • Identification and selection of innovative technologies and establish trials and demonstrations through LSPs with engagement of public and private sectors; • Facilitate development of guidelines, SBCC materials for related actors for roll out and scaling up of technologies; • Support in assessment of constraints and development of strategies for scaling up and crowding in; •

<p>D Strengthen horizontal and vertical alliances through match making and strengthen public private partnerships (PPP):</p> <ul style="list-style-type: none"> • Facilitate organisation of PPP Platforms at sub-district level as main anchor point for value chain and market system development process and initiate dialogue; • Facilitate PPPP to develop strategy and action plan for food production and value chain improvement; • Facilitate PPPP to initiate measures for market system and value chain development; • Facilitate PPPP on sub-sector development planning and DRR planning and measures of implementation with engagement of respective stakeholders; • Facilitate PPPP to initiate and implement disaster preparedness and recovery programmes in nutrition sensitive value chains through mobilisation of respective stakeholders; • Facilitate private sector to make available quality inputs (seeds, fertiliser, pesticides etc.) and required farm machinery with competitive price • Facilitate to increase year round availability of nutritious food, and physical access and affordability of consumers of nutritious food through leverage production and market opportunities to enhance supply and demand • Facilitate and negotiate with public and private financing institutions for provision of product specific/seasonal loan with flexible terms and conditions for producers and MSMEs
<p>E Support MSME and service providers associations in nutrition sensitive approaches</p> <ul style="list-style-type: none"> • Facilitate organisation of upazila level SPA, MSME and agri-business enterprise network • Organise training for SPA and MSMEs on business planning and development of service provision • Organize training and related events for SPAs and MSMEs on nutritious food production, market requirements and consumption; • Support SPAs and MSMEs on building capacity on advocacy through training and coaching; • Organise peer learning visit for SPAs and MSMEs; •
<p>F Promote WASH and DNI markets:</p> <ul style="list-style-type: none"> • Prioritisation of economically and socially viable WASH and DNI products and service for supply chain developmet; • Assessment of WASH and DNI supply chain and facilitate product promotion; • Organise orientation and skills training for LSPs and staff on WASH and DNI product promotion in collaboration with public and private sector; • Facilitate match making between suppliers and local retailers for supply chain development of DNI products; • Facilitate private sector and local entrepreneurs for establishment of local production and sales centres and provide skills and business development support to local entrepreneurs; •
<p>G Disaster risk reduction (DRR) and emergency operations:</p> <ul style="list-style-type: none"> • Contribute value chain assessment through DRR lens and strengthen capacity of local service providers in value chain development considering DRR issues • Develop and implement local strategy to support producers and MSMEs to integrate DRR in the value chain and market interventions • Provide practical guidance to the partners and stakeholders to strengthen economic resilience of producers
<p>H Capacity building of partners:</p> <ul style="list-style-type: none"> • Provide accompaniment support to partner NGOs staff members on promote nutrition sensitive value chains, and mobilisation of value chain actors including local service providers • Organise appropriate capacity-building initiatives (trainings, workshops, visits, coaching etc) for the PNGO staff, LSPs and other stakeholders as per their identified needs and demands.

I Monitoring and knowledge management

- Facilitate quality information collection through appropriate monitoring exercise
- Prepare periodic progress reports, case studies, and other communication materials on best practices and **innovations**.
- Prepare experience capitalisation document and communication materials in association with PIU and DTU members;
- Share project experiences on with other development organisations at district level.

Job Requirements**Skills:**

- At least 5 years' work experience in implementation of VCD and market system development project in Bangladesh
- Excellent knowledge of VCD, market system development, private sector engagement, and livelihoods approaches
- Project planning and design
- Experience in working with project related to nutrition (desirable)
- High level of knowledge in related government policies and code of conduct
- Excellent communication (written and oral) in English, negotiation and interpersonal skills
- Experience in dealing with media
- Flexibility to adapt to changing requirements and environments
- Able to work independently while being a strong team player
- Ability to work in unstable security environments and to adapt to basic living conditions
- Ability to exercise sound judgment and make decisions with limited supervision
- Creative and able to work with limited resources
- Proficient IT user including MS office mandatory

Organisational Competencies:Mandatory

- Competencies in gender mainstreaming and do no harm
- Technical understanding of market system development, public and private sector engagement, and livelihoods approaches;
- Exposure to market approaches, market education, livelihood analysis, knowledge management
- Experience of liaising with partners and government agencies
- Good speaking and strong writing skills
- Previous experience in working with large donor similar projects (like EU, DFID, USAID, SDC) funded programmes/projects
- Knowledge on rapid assessments and survey methods (incl. M&E)
- Good knowledge of sphere WASH standards and WASH and DNI markets;
- Commitment to beneficiary accountability and humanitarian ethics

Desirable

- Able to perform in cross cultural teams including diverse sector specialists
- Analytical and strategic planning skills, creative approach to problem solving
- Conflict sensitive project management skills

Education and Training:Mandatory

- Master's degree in any of the following discipline: Agril Science or Economics or Business Administration (as full time student with BBA)
- Basic training on VCD and market system development including private sector engagement;

Desirable

- Degree or other education related to nutrition science and or nutrition governance
- Sustainable agriculture, food security
- WASH
- Gender Mainstreaming
- Conflict sensitive project management

30.09.2018