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The United Nations World Food Programme

The World Food Programme is the world's largest humanitarian agency fighting hunger worldwide. In Laos, WFP is committed to reduce under nutrition and food insecurity throughout the country. All WFP staff contributes as a team to this mission.

**Vacancy Announcement: Nutrition Programme Support Officer**

Vacancy Announcement No: WFP LAO 015	Date: 09 June 2011
Title: Nutrition Programme Support Officer	Duty Station: Vientiane Country Office
Grade: International Consultant	Contract Type: Locally recruited ( 6 months with renewal)
Organization Unit: Nutrition	Deadline for application: 22 June 2011
The Programme Support Officer will be stationed in the Vientiane Country Office. He/she will report to the Head of Nutrition Unit. <b><u>Duties and Responsibilities</u></b> 1. Coordination and Implementation of WFP's Nutrition Education Activities <ul style="list-style-type: none"><li>Day to day management of WFP's Feeding the Future Nutrition Education Initiative, including conducting of training, implementing partner management and government collaboration.</li><li>Facilitate the nutrition training component of WFP's Maternal and Child Health and Nutrition (MCHN) activities.</li><li>Provide nutrition education support to other units as needed.</li><li>Complete all reporting requirements related to all nutrition education related activities.</li><li>Assist the Head of Nutrition Unit in the concept &amp; design of a nutrition awareness raising campaign in with WFP's new Country Strategy.</li></ul> 2. Nutritional Training and Capacity Building for WFP Staff and Counterparts <ul style="list-style-type: none"><li>Jointly deliver targeted nutrition education trainings for WFP staff and counterparts inline with WFP's programmatic approach and Country Strategy.</li></ul> 3. Technical Support to the School Feeding Unit and Other Units <ul style="list-style-type: none"><li>Support to the Home Grown School Feeding (HGFS) including rapid assessment on food availability and recommendations on food production (via partners) to ensure improved nutritional intake for school children;</li><li>Design diversified and nutritious locally produced school meals (menu planning) with nutritional values for use as part of HGFS.</li><li>Research and report on the nutritional status of school-aged children and examine the impact of WFP's mid-morning snack on this.</li><li>Perform other duties as required.</li></ul>	<b><u>Education:</u></b> An advanced university degree in nutrition/dietetics, food technology, public health or a related field.  <b><u>Experience:</u></b> <ul style="list-style-type: none"><li>At least 3 years post graduate, responsible experience in the field of nutrition in international development (NGOs, UN and other international organizations and bilateral aid agencies).</li><li>Strong work experience as a trainer/facilitator in a cross-cultural environment in the health/nutrition/food technology sector.</li><li>Strong technical knowledge in nutrition and strong analytical and planning skills.</li><li>Excellent communications skills, word processing and excel skills.</li><li>Good diplomatic and interpersonal skills. Proficient in interacting with government officials, international organizations and grassroots level/villagers.</li><li>Willingness to travel and spend time in remote, rural locations.</li><li>Fluency in written and spoken English.</li><li>Knowledge of Lao or Thai will be an advantage.</li></ul> <b><u>Application Submission</u></b> Applicants should submit a letter of interest and curriculum vitae in a sealed envelop marked "Confidential" to: Ms. Boonmaly Phisayavong Sr. Human Resources Assistant UN World Food Programme P.O. Box 3150 Vientiane, Lao PDR or email: <a href="mailto:vacancies.laos@wfp.org">vacancies.laos@wfp.org</a>  Only short-listed candidates will be contacted for an interview. Please note that CVs and other documents submitted to WFP cannot be returned.