|  |
| --- |
| **TITLE: Outreach Assistant, Humanitarian (1 Nutrition Assistant and 1 Nurse assistant)** |
| **TEAM/PROGRAMME:** **Program operations** | **LOCATION:** **Garissa**  |
| **GRADE**: (TBD) | **CONTRACT LENGTH:****3 months.**  |
| **CHILD SAFEGUARDING: (select only one)**Level 3:  the post holder will have contact with children and/or young people *either* frequently (e.g. once a week or more) or intensively (e.g. four days in one month or more or overnight) because they work country programs; or are visiting country programs; or because they are responsible for implementing the police checking/vetting process staff.As part of these responsibilities the post holder will work with CSG Focal Points and will support the establishment of child safeguarding systems, promote a culture of keeping children safe, and ensure that potential harm to children (by our own staff and/or as a result of how we do our work) is identified and addressed on an ongoing basis. The post holder should report and respond to interventions as determined by position related responsibilities identified in the Child Safeguarding Policy. |
| **ROLE PURPOSE:** Kenya’s ASAL counties are facing food insecurity following five failed rain seasons that caused household food insecurity as a result of poor crop harvest, poor regeneration of pasture resulting in poor livestock body conditions, and outbreak of livestock diseases such as Foot and Mouth diseases, and drying of water points leading to water scarcity. An estimated 3.5 million people require immediate humanitarian assistance while almost 700,000 children require urgent treatment for malnutrition. Save the Children and it’s local partners is responding to the drought in four counties namely; Wajir, Mandera, Turkana and Garissa. SCI aims is responding by providing life-saving assistance through a range of interventions in health, nutrition, children protection, livelihoods and education. The role will be in charge of managing integrated health and nutrition outreaches in various location in Garissa County. The post holders will support nutrition mass screening programmes on partnership with the sub-counties health officials and other partners at the community level. He/She will ensure that outreaches are done inline with MoH and SCI standards, oversee outreach mobilization programmes, and support the MoH to collect and collate date for outreaches. She/He will also ensure effective referral system between the outreach site and link health care facilities. |
| **SCOPE OF ROLE:** **Reports to:** Nutrition Coordinator**Staff reporting to this post:** 0Budget holding responsibility; Nil. **Complexity: requires skills for collaborative work within the team as well as with different support functions, technical staff of institutional stakeholders and partners** |
| **KEY AREAS OF ACCOUNTABILITY:*** Plan and organize integrated health and nutrition outreach sites at designated sites in liaison with the nutrition Coordinator
* Liase with the Nutrition Coordinator and Programme Manager to plan for logistics for various integrated health and nutrition outreaches.
* Ensure that SCI and MoH outreach protocols/Sops are applied to integrated outreaches.
* Work with MoH staff and officials to ensure all aspects of the program are understood and agreed by MoH and appropriate referrals take place to and from MoH and the OTP/SFP
* Ensure cases not meeting admission criteria return home as early as possible and understand why their child is not admitted
* Coordinate referrals for children with complications.
* Screen children five years and pregnant and lactating women for malnutrition using MUAC and Z score.
* Coordinate with sub-county MoH teams to ensure adequate supplies (RUFT, RUSF, CSB) for the outreaches.
* Request specific children to be followed up as required (newly enrolled children, sick children, long stay children / children not gaining weight, children with social problems etc).
* Provide appropriate orientation for all voluteers engaged in the outreach programme receive appropriate orientation and supervision.
* Provide appropriate training to outreach team members (orientation and regular training)
* Establish team coordination, collaborative team work, internal information sharing (daily briefings weekly coordination meetings, etc) with constant focus on improving the effectiveness of outreach teams collaboration
* Maintain constant focus on improving outreach information sharing (timely and relevant information)
* Ensuring outreach teams are equipped with adequate portable devices to support efficient and effective information sharing
* Collect outreach monitoring data for reporting purposes and sharing and coordination internally and externally (Daily report, Weekly/Biweekly report, Case studies, monthly reports)
* Local level awareness raising on best feeding practices for infants and young children amongst other humanitarian actors in the locality.
* Supports the Child Safeguarding focal point to ensure that child safeguarding and safe programming is embedded in the project and considered throughout implementation to ensure that we do all we can to ensure children in our programs are safe, in line with our child safeguarding policy.
 |
| **BEHAVIOURS (Values in Practice**)**Accountability:*** holds self-accountable for making decisions, managing resources efficiently, achieving and role modelling Save the Children values
* holds the team and partners accountable to deliver on their responsibilities - giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance and applying appropriate consequences when results are not achieved.

**Ambition:*** sets ambitious and challenging goals for themselves and their team, takes responsibility for their own personal development and encourages their team to do the same
* widely shares their personal vision for Save the Children, engages and motivates others
* future orientated, thinks strategically and on a global scale.

**Collaboration:*** builds and maintains effective relationships, with their team, colleagues, Members and external partners and supporters
* values diversity, sees it as a source of competitive strength
* approachable, good listener, easy to talk to.

**Creativity:*** develops and encourages new and innovative solutions
* willing to take disciplined risks.

**Integrity:*** honest, encourages openness and transparency; demonstrates highest levels of integrity
 |
| **QUALIFICATIONS** * Qualified nurse/Nutritionist with primary health care / community health care experience
* Health / Public Health / Nutrition BSc or equivalent
 |
| **EXPERIENCE AND SKILLS****Essential:*** Experience of emergency nutrition work (preferably CMAM) and implementation of feeding programs, including monitoring and evaluation
* Experience in conducting nutrition assessments and an understanding of nutritional surveillance and information systems
* Proven capacity of management, leadership and teamwork
* Excellent communication skills and a willingness to be respectful, kind, sensitive and empathise with all beneficiaries and their carers
* Willingness and capacity to be flexible and accommodating when faced with difficult and frustrating working conditions
* Demonstrable ability at report writing
* Prepared to live and work in an uncertain security environment
* Ability and willingness to frequently travel and stay at the field
* Commitment to and understanding of Save the Children’s aims, values and principles
* Fluency in written and spoken English and local languages
* Experience of working with Microsoft’s office word, excel, PowerPoints and SPSS
* Very good knowledge, commitment and understanding of Child Safeguarding Policy, the aims and principles of Save the Children, and humanitarian standards such as the Sphere Charter and the Code of Conduct. In particular, a good understanding of the SC mandate and child focus and an ability to ensure this continues to underpin our support
 |
| **Equal Opportunities** The role holder is required to carry out the duties in accordance with the SCI Equal Opportunities and Diversity policies and procedures. |
| **Child Safeguarding:**We need to keep children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse. |
| **Safeguarding our Staff:**The post holder is required to carry out the duties in accordance with the SCI anti-harassment policy |
| **Health and Safety**The role holder is required to carry out the duties in accordance with SCI Health and Safety policies and procedures. |
| **JD written by:**  | **Date:**  |
| **JD agreed by:**  | **Date:** |
| **Updated By:** | **Date:** |
| **Evaluated:** | **Date:** |