



WFP seeks candidates of the highest integrity and professionalism who share our humanitarian principles. Selection of staff is made on a competitive basis, and we are committed to promoting diversity and gender balance.

Voluntary Assistant - Nutrition

**Nutrition Unit
Regional Bureau for Asia and the Pacific**

TERMS OF REFERENCE

ABOUT WFP

Assisting 80 million people in around 80 countries each year, the World Food Programme (WFP) is the leading humanitarian organization fighting hunger worldwide, delivering food assistance in emergencies and working with communities to improve nutrition and build resilience. WFP focuses on adequate nutrient intake as a prerequisite to good nutrition and health. Ending malnutrition in all its forms entails increasing the *availability, access, consumption and demand* of safe and nutritious diets that meet, but do not exceed, the nutritional requirements of vulnerable groups. WFP is committed to ensure children, women, and other vulnerable groups have access to and are able to achieve appropriate nutrition.

Asia hosts the largest burden of malnutrition globally with it having about 55 percent of the world's stunted children, 69 percent of the world's wasted children and a significant proportion of the global population experiencing micronutrient deficiencies. In addition, rates of overweight and obesity are rising rapidly, among school-aged children and adolescents, adults, and in the urban population. Governments are increasingly cognizant of the huge economic and human losses linked to malnutrition; as such 12 countries in Asia and Pacific region have joined the global SUN movement and developed multi-sectoral nutrition policies and action plans.

WFP's priorities in the region focus on supporting countries scaling up policies and programs that prevent all forms of malnutrition, in particular stunting, wasting, and micronutrient deficiencies. In support of this, the Regional Bureau for Asia and the Pacific¹ provides strategic and technical guidance to WFP Country Offices in the region to support design and implementation of nutrition specific and sensitive programmes under their Country Strategic Plans. Specific focus areas of work include i) Leveraging national social protection programs and safety nets to enhance access to nutritious diets and knowledge of vulnerable groups; ii) Work with government and private sector to produce affordable nutritious foods for young children, adolescents and women and promote its consumption as part of a nutritious diet, and iii) Addressing nutritional needs in crises response and emergency preparedness. In addition to supporting multisectoral policies and plans and advocacy for nutrition, WFP leverages Scale up of post-harvest fortification, especially of rice; Social and Behavior Change communication for nutrition; evidence generation around nutrient gaps for vulnerable groups; and creation of scalable program models for the prevention of malnutrition and treatment of acute malnutrition. WFP works in partnership with UN agencies, academia, private sector and civil society at country and

¹ Regional Bureau Bangkok (RBB) has offices in Afghanistan, Bangladesh, Bhutan, Cambodia, DPRK, India, Lao PDR, Philippines, Myanmar, Nepal, Pakistan, Sri Lanka, Timor Leste, Indonesia, the Pacific Islands



regional levels , through the SUN network, where existing to ensure synergy and complementarity, and facilitates learning across countries and knowledge management .

In pursuit of the above priorities, WFP offers an opportunity for a nutritionist or public health graduate to undertake an assignment as a voluntary assistant in WFP's Regional Bureau for Asia and the Pacific, in Bangkok, Thailand to support its nutrition team with focus on knowledge management cum analytical background and nutrition programming.

Purpose

The voluntary assistant will contribute to data and programmatic analysis and enhance the knowledge management for nutrition at regional level and highlight some of the emerging programme areas not adequately reflected in the current WFP's programme scope. He/she will have the opportunity to learn and familiarize and contribute to the programme of work that WFP does in the region as well as at corporate level.

GENERAL INFORMATION

- **Title of Post:** Voluntary Assistant (Nutrition)
- **Grade:** Voluntary Assistant
- **Supervisor:** Regional Nutrition Officer
- **Unit:** Nutrition
- **Division/Country Office:** Programme, Regional Bureau for Asia and the Pacific
- **Duty Station:** Working remotely
- **Duration of assignment:** 5 months (starting from Sep 2020)

DUTIES AND RESPONSIBILITIES

Under the direct supervision of the Regional Nutrition Officer, the voluntary assistant will have the following responsibilities:

- Familiarise with WFP's corporate nutrition policies, strategies and programmatic guidance (sensitive and specific), with WFP's regional nutrition portfolio and work at country levels including linkages and collaboration with other nutrition stakeholders in the region.
- Prepare and visualise thematic summaries for nutrition programmes (FNG, rice fortification, complementary feeding, nutrition sensitive programme – school feeding and social protection, etc) including preparation of charts, dashboards and other visualization on various data sets and information
- Establish country profiles of 14 countries that capture country- specific information in a visual way , in collaboration and coordination with other teams
- Update and maintain nutrition programme documentation for easier access of technical, strategic and planning documents
- Support conference calls and thematic brown bag meetings with country offices and summarise key action points to be taken forward
- Develop a standardised way of presenting regional nutrition information for presentation to donors, governments and other audiences
- Extracting and synthesise nutrition evidence from the region (secondary data) into digestible outputs for different audiences
- Synthesise and visualise nutrition outputs from programs in the region , as required
- Contribute to shaping partnerships with academia from South East and South Asia
- Perform any other task, as required

EXPECTED OUTCOMES

- A summary of the nutrition programme indicators for, annual reports and assessment of progress completed
- Thematic summaries for specific key nutrition programme areas and related visualization updated
- Research summaries carried out on thematic areas of interest to the region such as food system, overweight, healthy diets, Non communicable diseases, or others evolving
- Country nutrition program profiles designed and established
- At least two brown bag meetings/ webinars organised with country offices around priority topics
- Nutrition documentation kept up to date
- A brief presentation to the bureau team of the main highlights at the end of the assignment

ESSENTIAL QUALIFICATIONS & EXPERIENCE

- A recent graduate or a master's degree student in nutrition, public health nutrition, public health, or other related field Ability to use various computer software for data management and presentations.
- Knowledge of macro- and micronutrients relevant for human nutrition
- Knowledge of public health and on food systems
- Ability to engage effectively with a wide range of colleagues and actors including those in the international humanitarian community
- Strong analytical skills
- Strong communication skills (written and oral communication)
Ability to work under tight deadlines;
- Maturity, initiative, courtesy, tact and ability to establish and maintain effective working relationships with people of different national and cultural backgrounds.
- Good computer knowledge and skills;
- Ability to handle any other additional tasks as requested by the supervisor;
- Fluency in English is essential.