

# Global Alliance for Improved Nutrition

<b>Job Title:</b>	Senior Associate, Performance Measurement Research (PMR)
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<b>Classification:</b>	Senior Associate	<b>Direct Reports:</b>	0
<b>Work Location</b>	GAIN HQ, Geneva, Switzerland	<b>Travel Required:</b>	Up to 25 %

**Organization and Overall Purpose:**

The Global Alliance for Improved Nutrition (GAIN) is driven by the vision of a world without malnutrition. GAIN is a Swiss based foundation that mobilizes public-private partnerships and provides financial and technical support to deliver nutritious foods to those people most at risk of malnutrition. The organization is delivering improved nutrition to an estimated 400 million people in more than 25 countries, half of whom are women and children. Nutrition products are as varied as fortified cooking oil and flour in Africa, soy sauce in China and biscuits in India, as well as specialized products for infant and young child nutrition, and interventions to protect the most vulnerable affected by emergencies or chronic illness.

**Performance, Measurement and Research Overview:**

The goal of the PMR Program is to strengthen the evidence base underlying GAIN’s programs through robust results measurement, project and program evaluation and research. The six member team has a strong multi-disciplinary technical background with a mix of graduate degrees in nutrition, food security and agricultural economics. PMR program staff work across the organization lending technical support to a rich mix of innovative studies tracking program implementation, impact and cost-effectiveness. These activities range from rigorous large-scale surveys to test whether nutrition is in fact being improved among the most vulnerable in GAIN’s program countries to delivery science to analyze solutions to program bottlenecks and enhance the potential for success.

The PMR program also commissions independent end-of-project evaluations and program mid-term reviews to generate institutional lessons learned. Among other partners, GAIN’s PMR Program has major agreements with the Swiss Vitamin and Mineral Institute, the U.S. Centers for Disease Control and Prevention (CDC), the International Food Policy Research Institute (IFPRI) and Tufts University to help fulfill its mandate.

Effective PMR is crucial to GAIN’s success. The Senior Associate reports to the Director, PMR, and will manage a portfolio of performance measurement and research activities at the global level. This includes the development of monitoring and evaluation (M&E) plans, coordination of surveys, capacity building, and other M&E activities identified in the country strategies. S/he will additionally have involvement in GAIN’s knowledge building and research functions in order to ensure strategic involvement of PMR in advocacy activities as well as at the program design and evaluation stages, to improve GAIN’s efficiency, flexibility and impact.

**Description**

**Responsibilities:**

- Manages a portfolio of M&E activities and surveys at the global level
- Supports the development of monitoring and evaluation frameworks and plans that integrate and operationalise monitoring, evaluation and knowledge management
- Provides technical and operational assistance to GAIN offices and implementing partners, with particular

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emphasis on coordinating the development of survey protocols, questionnaires, data analyses and report preparation

- Delivers technical assistance to country partners for the development and implementation of M&E plans
- Manages consultants and grants including developing contractual agreements, ensuring milestones are met, reviewing progress reports and approving disbursements of funds
- Plans and executes technical and capacity building workshops including preparation of background materials and presentations
- Communicates effectively with the Policy and Advocacy and Business Development and Leverage teams to ensure PMR involvement at the earliest stages of program design and effective integration of monitoring and evaluation at all levels
- Analyses and disseminates lessons and deliver science practice across all activities globally
- Aids in the preparation of reports and presentations on performance results for donors, GAIN's management and Board as well as the scientific community and the general public
- Collaborates with other agencies involved in delivering nutrition programs and reducing malnutrition, to develop common approaches to performance management
- Represents GAIN at technical meetings and conferences
- Aids in annual work and budget planning processes
- Participates in the coordination of overall project portfolios

### Key Organizational Relationships

- The Senior Associate, PMR, will report to the Associate Director, PMR and work closely within a small team of Senior Associates. In addition, they will work closely with:
  - The Policy and Advocacy and Business Development and Leverage teams
  - Nutrition Programs
  - Implementing partners

### Job Requirements

#### Skills & Attributes:

- Ability to work under pressure to meet deadlines.
- Excellent analytical and project management skills, with a high degree of rigor
- Ability to use initiative, prioritize, multi-task
- Self-motivated, high energy and solution-oriented.
- Ability to operate within the corporate and public sectors to effectively liaise with private companies, development agencies, and governments in multiple cultures.
- Strong communicator, with the ability to work effectively as part of a multicultural team.

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<ul style="list-style-type: none"><li>• Be willing to travel to visit programs and provide technical assistance</li></ul>
<p><b>Experience:</b></p> <ul style="list-style-type: none"><li>• Significant experience in operations research, program management and evaluation</li><li>• Experience in the performance management of public health programs, micronutrient experience preferred</li><li>• Experience in managing portfolios of activities in multiple countries</li><li>• Experience in developing and operationalising M&amp;E frameworks and plans</li><li>• Excellent understanding of quantitative and qualitative research and analysis</li><li>• Experience in a multi-cultural environment and managing local issues in developing countries.</li></ul>
<p><b>Education:</b></p> <ul style="list-style-type: none"><li>• Masters degree in nutrition, public health, economics, business administration, food science or a suitable equivalent.</li></ul>
<p><b>Competencies</b></p> <ul style="list-style-type: none"><li>• Initiative</li><li>• Management skills</li><li>• Teamwork/Collaboration</li><li>• Advocacy skills</li><li>• Negotiation</li><li>• Project Management</li><li>• Facilitation</li><li>• Knowledge Sharing</li></ul>
<p><b>Other Requirements</b></p> <ul style="list-style-type: none"><li>• Fluency in English.</li><li>• Working knowledge of other languages is an asset; French is highly desirable but not essential</li></ul>

June 2011