



Vacancy Announcement

Position Name: Outreach Supervisor.

Vacancy: 01

Job Context: Social Assistance and Rehabilitation for the Physically Vulnerable (SARPV) is a non- government, non-political, Bangladeshi organization under its Health & Nutrition program providing lifesaving health & nutrition support to the FDMN Rohingya people of Cox's Bazar.

As part of its Health & Nutrition interventions in support with WFP & UNICEF, SARPV will implement Improving Maternal and Child Nutrition (IMCN) and Community Based Management of Acute Malnutrition at host Community in Cox's Bazar.

Job Responsibilities:

A) Screening, detection of SAM/MAM, malnourished PLW and referral mechanism

- Supervision and monitoring of full anthropometric assessment at field level, ensuring proper admission-discharge criteria being followed for all the children and PLW.
- Ensure that edema checking and screening are done properly in community level.
- Ensure the quality of rapid assessment of PLW at the field level.

B) Ensure BCC component of the Programme is in place

- Ensure cooking demonstration session is being effective in the household level for newly admitted beneficiaries.
- Ensure regular IYCF messaging in community.
- Ensure appropriate IEC materials used by field level staff in the door-to-door messaging and counseling.
- Ensure good quality of nutrition education session at the center by making dynamic plans of cascading efficient message at the community level.

C) Quality control of the Program

- Ensure the implementation and follow up of standard protocols in the community level assessment.
- Ensure that any instant critical issue of the field is taken care of from the technical point of view.
- Ensure and monitoring of support group meeting regularly at field level.
- Ensure monthly and regular basis IFA distribution among targeted group in the camps by avoiding duplication.
- Make monthly plans of CNVs for ensuring 100% coverage of beneficiaries in the whole camps.
- Make sure that effective and fruitful home visits are done by CNVs.
- Make sure every data and information related to beneficiaries are recorded and calculated properly.
- Ensure good collaboration with Nutrition Site supervisor for making the program more fruitful.

D) Report/Analysis

- Prepare monthly target and activities plan for thyself and outreach staffs.
- Submission of daily outreach reports to the program through Line Manager and prepare and submission of Monthly Statistical and analytical Report regarding outreach activities to the Nutrition Site Supervisor.
- Make sure that daily, weekly and monthly record of beneficiaries (admissions, cured, defaulters, death, transfer, gain of weight, length of stay etc.) is in place and give attention to cases which need

special care.

- Be responsible for all reporting activities regarding nutrition center and outreach in the absence of Site Supervisor.

E)Coordination and collaborations

- Work in close collaboration and coordination with UNICEF & WFP field staffs.
- Collaboration and coordination with respective CIC (Camp in Charge) office and other stakeholders in field level.
- Ensure good coordination and communication with majhis, local leaders and Imams.
- Active participation and supervision of the community mobilization and awareness sessions among the local population.
- Ensure monthly coordination meeting of SARPV field staffs at the Camp level.
- Attend weekly/biweekly/monthly meeting at Ukhiya/Cox's Bazar office with DPM/PM regularly.

Reporting

- Submit a monthly and weekly statistical report for OTP-TSFP, GMP and School activity to the Site Supervisor on time

Capacity building

- Facilitate sharing of lessons learned to other partners/stakeholders.
- Provide effective coaching and mentoring guidance (On Job) training to the community workers and volunteers so that they can run OTP/TSFP and referral to SC smoothly.

Other Responsibilities

- Work in close collaboration and coordination with UNICEF & WFP field staffs and give timely feedback on going activities to Site Supervisor.
- Maintain all kinds of Collaboration and coordination with respective CIC (Camp in Charge) office.
- Collaboration and coordination with other stakeholders at field level.
- Ensure good coordination with majhis, local leaders and imams.
- Active participation to and supervision of the community mobilization and awareness sessions among the local population.
- Ensure monthly coordination meeting of SARPV field staffs at the Camp level with the help of Site supervisor.
- Attend weekly/biweekly/monthly meeting at Ukhia/Cox's Bazar office as per need.

Requirements: (Educational, Experience, Language, etc.)

- Bsc & Msc degree in Food & Nutrition with valid registration from recognized institution. Two years of experience in camp context.

- Ability to communicate very well in English both verbally and writing
- Ability to work flexibly including weekends and willingness to travel and work in rural locations and live in basic conditions.

Competency: In Microsoft excel, word, Power Point and internet browsing for the basic communication.

Employment Status: Contractual, until 31st December 2021 (renewable)

Job Location: Ukhiya & Kutupalong of Cox's Bazar district

Salary: 78,750 BDT & other benefits will get as per organization policy.

Apply procedure: If the candidates feel that their qualification, exposure and experience matches with our requirements, and they are willing to commit to our values and are sympathetic to our beliefs then please send your complete and updated CV to **career.sarpv@gmail.com** on or before the closing date. Please mention only the "**Position Name**" as the subject of the e-mail. Interviews are expected to take place in a shortest time after the application deadline. Only shortlisted candidates will be contacted for the further selection process.

Application deadline: 30th January 2021

Organization information: Social Assistance and Rehabilitation for the Physically Vulnerable (SARPV) is devoted to work for the most underprivileged and marginalized vulnerable groups of the society for their socioeconomic development to transform them as productive human resource with a dignified lifestyle. People with Disability are the prime focus of our every work. Along with the disability issue SARPV is also intervening in various sensitive issues like poverty eradication, educational support, health service providing, establishing rights, climate change and DRM, skill development to integrate the vulnerable groups in the mainstream of society those who are leading life with uncertainty in the society.