SCOPE OF WORK

Health and Nutrition Coordinator, Northern Mountain Integrated Child Nutrition Improvement Project

1. Background

Save the Children received the grant from JSDF, through World Bank, to implement the project entitled "**Northern Mountain Integrated Child Nutrition Improvement Project"**. The project has the duration of 4 years, from Jan 2017 to Dec 2020 and will be implemented in Yen Bai and Son La Provinces. The project will target 20 communes in these provinces, comprising approximately 200 villages in the four districts. The primary beneficiaries of the project are children under five years of age, women of reproductive age, and pregnant women of ethnic minority groups Hmong, Dao and Thai, identified as having the most serious child stunting rates in the country (ranging from 40 to 55 percent). The estimated number of direct beneficiaries is 142,000. Other beneficiaries include the entire population of the four districts (375,000 people), including the immediate family members of the primary beneficiaries, villagers in the target communes, and health and agriculture government officials working in the target areas.

The project aims to improve the nutrition status of children of age less than five in the target villages through improving the child feeding practices, maternal and child care, and to diversify sources of nutrition of pregnant women, infants and young. The project will adopt an integrated approach in addressing the under nutrition of children by combining various interventions such as behavior change campaign, promotion of exclusive breast feeding, improving the infant and young child feeding practices and diversity of diet through the development of home garden. The project consists of four main components: Component 1: Improving Food and Nutrition Security (FNS); Component 2: Strengthening community-based nutrition care and practice; Component 3: Support for Establishment of a policy platform at provincial level and Replication of the Integrated Rural Nutrition Care Approach; and Component 4: Project Management and Administration, Monitoring and Evaluation (M&E) and Knowledge Dissemination.

In the implementation of this project, Save the Children will work in partnership with Maternal and Child Health Department, Ministry of Health at national level and with Department of Health and Department of Agriculture and Rural Development at provincial level, in coordination with Committee for Ethnic Minority Affairs and Ministry of Planning and Investment.

A dedicated Project Management Unit (PMU) will be established by Save the Children to handle the planning, implementation and management of this project. The Health and Nutrition Coordinator (H&N Coordinator) will be recruited to become member of the PMU and will mainly provide technical, management and coordination support in the implementation of Component 2 of the project.

2. Objectives of the Consultancy

To provide technical, management and coordination support in the implementation of Component 2 of the project.

3. Consultant's responsibilities:

- Support Project Manager to develop a detailed six-month implementation plan and budget for Component 2 of project, in consultation with national and provincial level implementing partners.

- Work with national consultants and local partners to conduct training needs assessment, develop modules and conduct TOT and roll-out training on health and nutrition for health staff at provincial, district, and commune levels and targeted households in project sites;
- In coordination with MCHPMU, PPMU and DIT in Son La and Yen Bai provinces, closely monitor the implementation of agreed Component 2 activities, with attention to the timeliness of implementation, quality of output and issues affecting the implementation of activities that will require immediate attention of PMU.
- Provide support to Project Manager in preparing the periodic report to donor by providing inputs for Component 2
- Work closely with Policy Formulation Coordinator at MOH PMU and FS Coordinator to support Yen Bai and Son La Provinces to develop nutrition sensitive agriculture and forestry policy.
- Provide technical support related to health and nutrition in conducting the baseline, end line survey and internal review process and ensure that lessons learned relevant to Component 2 is adopted in the planning process.
- Establish coordination with other SCIV program and projects with health and nutrition components to ensure coherence of JSDF funded nutrition project to wider SCIV program and utilize any in-house expertise available to provide additional technical support in the implementation of Component 2 activities.
- Ensure that implementing partners understood World Bank's social and environmental safeguarding policies and these are strictly followed during the implementation of Component 2 activities
- Support Project Manager in building effective partnerships, network and advocacy for scale up the project model.
- Carry out other duties as required by PMU, in line with his/her skills, experience and role

4. Expected Deliverables/outputs

- Inputs to implementation plan and budget
- Training needs assessment report and training plan
- Monthly report to Project Manager summarizing the progress in the implementation of Component 2 activities and any issues needing immediate attention
- Input to periodic narrative report to be submitted to donor
- Documentation of project activities
- Component 2 activities are completed on time, of high quality and cost effective
- Improved coordination with relevant partners in the implementation of Component 1 activities

5. Duration/Timeframe

- The position is a full time job for the duration of 44 months, from 3 May 2017 to 31 December 2020. The consultant's performance is reviewed annually by the SCiV PMU.
- The Contract is a time-based consultancy services contract. The consultant is personally responsible for taxes and other charges payable for these services

6. Reporting line and coordination

The post holder reports directly to Project Manager, being the leader in the project implementation. In carrying out the assigned tasks, the FS Coordinator will work closely with the

implementing partners both at national, provincial and district level. It is also expected that the post holder will establish coordination with program and projects of SCIV with health and nutrition component to ensure coherence of the project within the wider SCIV program.

7. Consultant's Qualifications

- At bachelor's degree in health/nutrition, master's degree or advance training in this field will be an advantage
- At least 5 years' experience in working with health sector
- At least 5 years' experience in project facilitation, training, planning, monitoring, and supervision.
- Experience working with government counterparts and the community.
- Solid understanding of the Vietnamese government system at provincial, district and commune levels.
- Strong leadership skills, good communication skills and team work.
- Ability to work independently with minimal supervision and can stay in the field for extended period of time
- Proficiency in spoken and written English.
- Good computer skills: MS Office required inexperience using statistical packages is preferred.