



Job Vacancy Announcement

Action Contre La Faim-Myanmar

JVR202625

Nutrition Technical Officer

Sittwe (1 Post)

Starting Date: As soon as possible

ACTION CONTRE LA FAIM (ACF): For almost 40 years, across nearly 50 countries, we have led the global fight against hunger. We save the lives of children and work with their communities before and after the disaster strikes. We enable people to provide for themselves, see their children grow up strong, and build prosperous communities. We constantly search for more effective solutions, while sharing our knowledge and expertise with the world. We push for long-term change. We will never give up until the world is free from hunger. Since 1994, ACF-Myanmar has been assisting vulnerable populations in the Republic of the Union of Myanmar.

As an international humanitarian organization involved in emergency programs, all **ACF staff have to be available at any time in order to respond to any emergency work, should the need arise.**

All employees and representatives of Action Contre la Faim always uphold and promote the highest standards of ethical and professional conduct, and abide by the organization's policies, including the policies on Gender equality, Safeguarding and Protection from Sexual Exploitation and Abuse.

GENERAL ASSIGNMENT:

Supervise and support the field teams in daily implementation of MAMI activities at ACF integrated nutrition centres.

TASKS & RESPONSIBILITIES

Objective 1: Coordination and management support for MAMI implementation in collaboration with MHPSS and H&N teams

- Act as a focal person for overall implementation of MAMI program.
- Lead cross-sectoral operational alignment between Health, Nutrition, and MHPSS teams to deliver integrated care for at-risk infants under 6 months and their mothers.
- Establish and refine referral pathways and case management protocols between MAMI agents, psychosocial workers, hospital referral focal and medical teams.
- Provide day-to-day technical guidance and managerial support to field teams, ensuring seamless workflow and adherence to MAMI guidelines.
- Whenever required, to refer and collaborate with CO/HQ teams and TWGs for the technical issues.
- Facilitate weekly inter-departmental planning and review sessions to streamline resource allocation and resolve operational bottlenecks.

Objective 2: Reporting and data collection for intervention progress and analysis

- Oversee routine data collection and data management for all MAMI enrolments, screening registers and discharge outcomes.
- Conduct regular data quality checks and validation at INCs to guarantee accurate, timely, and credible monitoring metrics.
- Compile high-quality weekly, monthly, and progress reports tracking key performance indicators and program targets.



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- Analyse quantitative and qualitative field data to identify trend variations, coverage gaps, and critical maternal-infant health insights.
- Maintain secure, confidential database systems in full compliance with organizational data protection policies

Objective 3: Documentation of progress, challenges, and success stories to inform continuous improvement and learnings

- Capture compelling human-interest stories to highlight program impact and maternal well-being improvements.
- Lead monthly learning sessions with field staff to identify recurrent field challenges, practical solutions, and context-specific adaptations.
- Draft technical learning briefs and post-implementation reviews to contribute to broader discussions.
- Systematize community feedback mechanisms to ensure mothers' and caregivers' experiences directly inform program quality improvements.
- Archive training modules, operational tools, and best practice guides to foster institutional memory and support future program scaling.

Objective 4: Supervision and Monitoring

- Conduct routine supportive supervision visits to INCs using standardized quality-of-care checklists.
- Mentor, coach, and provide on-the-job training to MAMI agents to improve competency.
- Monitor stock levels and supply chains for anthropometric equipment, maternal supplements, and therapeutic items to prevent stock-outs.
- Evaluate team performance against project M&E frameworks, quality benchmarks, and national infant feeding guidelines.

Objective 5: Participation in Project Management

- Contribute to project planning, drawing work-plan, and budget forecasting to ensure MAMI technical priorities are accurately reflected in proposals and implementation schedules.
- Support Program managers in monitoring budget execution and pipeline tracking by providing accurate estimates for MAMI supplies, training needs, and operational costs.
- Participate in routine project review meetings, Kick-off meetings, and close-out sessions to align technical execution with overall project milestones.
- Identify project-level implementation risks and contribute actionable field insights.

Demonstrate a proactive personal and professional commitment to Protection, Gender, and Inclusion (PGI) and the Core Humanitarian Standards (CHS). The employee is accountable for promoting safe, dignified, and inclusive actions, ensuring specific attention to gender equality, disability inclusion, and the protection of vulnerable groups across all responsibilities, in adherence to Action Contre La Faim's PGI and safeguarding policies.



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DEGREE AND SKILLS REQUIRED

- Bachelor Degree of Nursing Science or equivalent diploma/level of studies in Community Health.
- Strong interest and academic background in the nutrition and public health sector.
- Good knowledge of public health and nutrition principles, with specialized training in the MAMI program (Management of Small and Nutritionally At-Risk Infants Under 6 Months and Their Mothers).
- More than 3 years' experience in nutrition specific sector, involving in project management are highly preferable.
- Experience in team supervision, capacity building through training, and active participation in project management.
- Proven ability to maintain good relations and work effectively with people from diverse backgrounds.
- Demonstrated flexibility, autonomy, and organizational qualities to manage demanding environments.
- Full competency and proficiency with computer skills, reporting tools, and standard office software packages.
- Strong written and verbal communication skills, including an excellent command of English and the Local Language, alongside strong representation skills.

HOW TO APPLY

If you feel confident for this position, please send your letter of application together with updated Curriculum Vitae including 2 references (references will be checked) and the final clearance from your previous employer.

To:

ACF Sittwe Office: No-39, Pyihtaungsu Road, Pyitawthar Ward, North Sanpya Quarter, Sittwe Township, Rakhine State.

Via an email: recruitment@mm-actioncontrelafaim.org

***** Applicants must mention duty station and vacancy number exactly in email Subject for which location they are applying for. (Example; JVR202625_Sittwe) *****

CLOSING OF APPLICATION: 23rd October 2026, Friday

- Only CV, Cover Letter, and highest educational certificate need to be submitted. Other supporting documents are not required at this stage of the application process.
- Do not enclose any original document with your application, as they will not be returned to you.
- Only short-listed candidates will be contacted by Action Contre la Faim.