

## **JOB DESCRIPTION #CB9430**

- Position:** Health/Nutrition Survey Specialist  
Food and Nutrition Technical Assistance II Project (FANTA-2)
- Supervisor:** Research Advisor
- Grade:** 7.1
- Starting Salary:** Within the Grade 7 salary range and commensurate with education & experience
- Project Duration:** The duration of this project will be 10/1/2009 to 6/1/2013
- Project Summary:** Food and Nutrition Technical Assistance II (FANTA-2) improves nutrition and food security policy, strategy and programming, and provides technical support to USAID and its partners, including host country governments, international organizations and NGO implementing partners. Focus areas for technical assistance include maternal and child health and nutrition, HIV and other infectious diseases, community-based nutrition programs and interventions, food security and livelihood strengthening, and emergency and reconstruction. FANTA-2 develops and adapts approaches to support the design and quality implementation of field programs, while building on field experience to improve and expand the evidence base, methods, and global standards for nutrition and food security programming. The project, funded by USAID, is a five-year cooperative agreement.
- Position Summary:** The Health/Nutrition Survey Specialist works with the Research Advisor and the FANTA-2 Global Leadership Team to provide programmatic and technical support for USAID-supported nutrition, food security, and monitoring and evaluation (M&E) activities. In addition, the Health/Nutrition Survey Specialist manages several FANTA-2 activities related to sampling and data collection, and has technical responsibility for producing manuals and technical briefs to provide guidance on how to operationalize FANTA-2 recommended sampling and data collection approaches.
- Essential Job Functions:** Lead the scientific development and refinement of sampling instruments and protocols used by FANTA-2 target audiences for their M&E needs, including those for program monitoring, baseline assessments, and mid-term and final evaluations. In particular the Health/Nutrition Survey Specialist will have responsibility to:
- Develop tools and manuals to advance the use of LQAS as a tool for Title II and other USG development programs;
  - Update existing FANTA-2 sampling guides, to expand on key issues related to sample size calculation, data

collection, and analysis for baseline and final evaluations for Title II and other USG development programs;

Contribute to the development of guidance for formative, qualitative and operational research in the context of Title II and other USG development programs;

Manage activities to operationalize indicators developed and validated by FANTA-2, including the provision of technical assistance to USAID, PVOs, and United Nations organizations, such as WHO, WFP, and FAO, in relation to the dissemination, use, awareness and interpretation of the indicators.

Serve as FANTA-2 point person on discussions relating to Food Security, Nutrition and MCH reporting in the DHS, including provision of technical assistance to DHS to inform the tabulation plan and chart books for presentation of food security, nutrition and MCH related-data, as appropriate.

Provide technical assistance to PVOs for baseline, mid-term and final evaluation designs; and formative, qualitative and operational research, as requested.

Manage FANTA-2 sampling related research activities, as requested. Facilitate the exchange of technical information related to sampling, monitoring and evaluation approaches, FANTA-developed tools and methods for assessment and improved program design.

Serve as a resource person within the project for sampling, monitoring and evaluation, and data collection issues; share key information and updates with other technical staff; and coordinate with the FANTA-2 monitoring and evaluation specialists and technical service specialists, as appropriate. Respond to requests from USAID/Washington and Missions for technical guidance and information.

Contribute to the technical reviews of PVO proposals for USAID Title II funding, especially with regards to their monitoring and evaluation strategies.

Provide backstopping responsibilities for Title II MYAPS in one or two FFP countries

Contribute to the development of Project Annual Work Plans, particularly technical sections that address critical issues and the design, execution, analysis, and reporting of activities. Contribute to annual and evaluation reports of project progress as required.

Carry out other job-related tasks as assigned by the Project Director, Deputy Director for Global Leadership, and Research Advisor.

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*The above statements are intended to describe the general nature and level of work being performed by people assigned to this job. They are not intended to be an exhaustive list of all responsibilities, skills, efforts, or working conditions associated with a job.*

**Education:**

Masters level or higher post-graduate nutrition or health-related degree required.

Training in sampling, survey methods and/or statistics required.

**Experience:**

Master's degree and at least 7 years of relevant work experience or a PhD degree and at least 1-2 years of relevant work experience.

Experience with probability sampling methods, quantitative program evaluation research and field experience collecting data in a resource-constrained environment, required.

Experience designing health, nutrition and/or food security surveys, required.

Experience with LQAS analysis methods, highly desirable.

Experience in the provision of technical assistance to programs at the national and local levels, highly desirable.

Experience with USAID and PVO programs, including USAID's Title II Food Security programs, highly desirable.

**Skills:**

Expertise in all aspects of sampling, including sample size calculation, protocols for data collection, and knowledge of appropriate analytic methods to account for sample design.

Ability to work in a multi-cultural team consisting of people with different technical backgrounds and with people with varying levels of technical training.

Ability to undertake problem analyses and organize diverse information in a systematic way while thinking creatively to propose approaches to improve program design, implementation and results reporting.

Ability to work with others to translate technical materials into practical tools and approaches and be able to communicate these options using print, electronic and presentation services.

Ability to facilitate relationships and interact smoothly and effectively with clients and colleagues. Superior presentation skills, both written and oral. Samples of writing will be required.

Facility with computing environments, including statistical software programs such as Epi-Info, Stata and/or SPSS.

English fluency is essential and French, Portuguese, or Spanish ability preferred.

**Additional Information:** Supervisory Responsibilities:  
Not Applicable

Equipment To Be Used:  
Not Applicable

Typical Physical Demands:  
Not Applicable

Working Conditions including Travel and Overtime:  
Ability to travel up to 30% of the time.

Interested applicants should apply online at [www.aed.org](http://www.aed.org) (find the position in the Careers section of the web site) or send resume with cover letter referencing position **#CB9430** to: AED/HR, 1825 Connecticut Avenue, NW, Washington, D.C. 20009; or fax: (202) 884-8413. For additional information, visit our website at <http://www.aed.org>.

We thank all individuals for their interest in AED, however only those selected for interviews will be contacted.

Individuals responding to job postings are considered applicants for a particular position only after they have been invited to complete the company's official printed employment application form.

AA/EOE/M/F/D/V