

Terms of Reference

SBN Coordinator, Programme Associate SC 6

Lilongwe, Malawi

Background:

The Malawi country office portfolio strategic shift towards building a food and nutrition secure and resilient Malawi through a combined range of innovative programs. Nutrition is a development priority for the government of Malawi. The Country office portfolio reflects both the global and country office shift encompasses nutrition specific and sensitive action to foster resilience and to take a life cycle approach focusing mainly in the 1000 days and adolescent nutrition. The key priority programming that covers both treatment and prevention are: Lean season/emergency nutrition response, Prevention of stunting programme, Supplementary Feeding Programme, Nutrition care support and Treatment for HIV/TB Micronutrient prevention programming as well nutrition sensitive, school meals, resilience building programming. Across all these programmes social and behavior-change communication (SBCC) and gender transformative actions are mainstreamed. WFP fosters partnership with stakeholders encouraging increased political commitment, program linkages, leveraging and alignment to accelerate reduction in under nutrition. The WFP Nutrition programme covers the entire country with much of the programming in the southern region. In this context, WFP is committed to scale up its private sector engagement on nutrition through various platforms, including among others the SUN Business Network which the CO is currently leading the creation of the Malawi Chapter. WFP is supporting in designing the first SBN strategy to engage business in national nutrition policies and programme under the SUN Business Network.

Supervision

Under the direct supervision of the Nutritionist NOC, and overall guidance of the Head of Nutrition, the SBN coordinator will be responsible to support the management of ongoing operations of the Scaling Up Nutrition Business Network, with the aim of increasing engagement of the Private Sector in the fight against malnutrition.

Key Responsibilities

1. Contribute to the development of nutrition projects and activities, plans and processes, ensuring alignment with wider nutrition policies and guidance;
2. Represent WFP as a co-chair in the SBN meeting at national and regional levels;
3. Support in dissemination of the SBN strategy with the broader private sector;
4. Mobilize businesses/ private sector partners to create an awareness of their role in nutrition;
5. Develop and share relevant and up to date nutrition market information with members of the SUN Business Network, through research, stakeholder interviews and field trips;
6. Develop practical tools and templates to share with SUN Business Network members to support their nutrition activities and future plans;
7. Identify potential opportunities, plan and manage the SUN Business Network involvement in various innovation programmes;
8. Support members in developing proposals to seek funding for nutrition initiatives;
9. Develop an ongoing register of major private sector issues, challenges opportunities and recommendations for change;
10. Liaise with relevant government stakeholders to share private sector issues, challenges and opportunities and advocate for recommendations and relevant policy changes;
11. Contribute to strengthening communication efforts through development and dissemination of promotional materials, dissemination of lessons on SBN establishment;
12. Assist on-going and future M&E activities including providing SBN updates in the monthly executive briefs, midyear reports and end year report;

13. Assist fundraising efforts to support and expand the implementation of the current portfolio of SBN activities in Malawi:
 - a. Support generation of evidence on the performance of SBN and provide recommendations;
 - b. Support development of funding strategy for SBN.
17. Perform any other relevant duties as requested by the nutritionist.

Deliverables and outputs

1. Development one-year action plan of next steps for the SBN in Malawi networks that includes:
 - A proposal for the SBN to dialogue/co-ordinate with existing companies/networks and how to mobilise companies within high potential sectors
 - Outline how a membership and commitment platform could be advanced and implemented
 - Suggestions for operationalising the network with a clear action plan
2. An assessment of the enabling environment for business to take action and increase investment on nutrition in Malawi
3. Recommendations for key focus or priority areas for the SBN in Malawi (e.g. agriculture, fortification, demand creation, workforce nutrition) and outlining potential workstreams that could support the SBN strategy and national nutrition priorities through business engagement
4. Represent WFP in SBN regional and national meetings/workshops
5. Technical support to SBN secretariat to coordinate the SBN network
6. Increased engagement of other companies across industries to commit to joining the Malawi SBN and participate in business interventions
7. Develop a strong SBN Malawi brand and membership engagement strategy to attract high profile and commit private sector business to become members

Qualifications and Experience Required

- **Education:** Advanced University Degree in Business, Marketing, Development Economics, and any other relevant field.
- **Experience:** At least 5-6 years of postgraduate professional experience, in both the Private and public field of work. Nutrition area will be an added advantage.
- **Knowledge & Skills:** Solid understanding of private sector engagement on nutrition, with a broad knowledge of best practices, techniques and processes. Good communication and interpersonal skills with the ability to build relationships, persuade, influence and adapt communication styles to different situations and individuals.