



MINISTRY DESCRIPTION

Title: Community Health Nutritionist
Division: Program
Working Group: International Program (IP)
Reports to: Community Health Specialist

Schedule: Regular, full-time
FLSA: Exempt

Ministry Function:

The Community Health Nutritionist supports the ministry of Convoy of Hope through working to support of all nutritional components of Children's Feeding initiative and Community Health.

Essential Duties & Responsibilities:

1. Support Community Health Specialist in production and contribution to grants that are health related.
2. Support Community Health Specialist in traveling to program countries to coach/train staff on Convoy of Hope's Children's Feeding initiative standards, including specific focus on nutrition assessment.
3. Continuous support of data analysis using Anthro, AnthroPlus, and review of raw data.
4. Provide input to Community Health Specialist on menu to meet Convoy of Hope standards in each Children's Feeding program country and development of nutrition, health, and WASH curriculum for Children's Feeding.
5. Provide additional support to Community Health Specialist as needed/requested in coaching/training of international Convoy of Hope staff.
6. Support in provision of tool development as needed/requested, including quantitative and quality data collection tools.
7. Perform research as assigned by Community Health Specialist to further support Children's Feeding and overall Community Health.
8. Support Community Health Specialist in documentation and dissemination to meet HQ expectations of all key successes, practices, and lessons learned as they relate to Children's Feeding and Community Health.
9. Other duties as assigned

Required Knowledge, Skills & Abilities:

1. Master's degree in nutrition or other related health field is preferred; bachelor's degree is required.
2. 2+ years' experience working in maternal and child health internationally or among varying cultures, specifically in nutrition-based programming is required.
3. Bilingual in Spanish is preferred; proficiency in French is desirable.
4. Exceptional written, interpersonal, and presentation skills.
5. Experience managing data required, experience with Anthro, AnthroPlus, and Salesforce is preferred.
6. Advanced computer knowledge and experience on software platforms required.
7. International travel experience required and ability and willingness to travel internationally as requested.

8. Serve as an advocate for the ministry, striving to nurture, broaden, and develop financial and other resource opportunities to support and expand organizational and program ministry.
9. Ability to positively represent the ministry of Convoy of Hope, including its mission statement and core values, to all outside constituencies.
10. As a Christian organization, Convoy of Hope believes it is critical that each staff member embraces the organization's religious purposes for which it exists and not only agrees with its Statement of Faith but demonstrates it in their lives on an ongoing basis.

Supervisory Responsibilities:

None at this time.

Created: 10/02/20

Revised: