


Social Development Foundation (SDF)
Resilience, Entrepreneurship and Livelihood Improvement (RELI) Project
Terms of Reference for District Health and Nutrition Officer

In order to ensure proper implementation of the Resilience, Entrepreneurship and Livelihood Improvement (RELI) project, the Social Development Foundation (SDF) established district offices in each of the project districts known as RELI District Office. The District Health and Nutrition Officer (DHNO) is in charge of health and nutrition related activities for the assigned RELI district, responsible for ensuring proper facilitation to the project beneficiaries through Cluster Health and Nutrition Facilitator (CHNF) for implementation of health and nutrition activities being reportable and accountable to the District Manager. The position requires spending at least 60% of the time visiting the project villages/ institutions to provide health and nutrition related services to the beneficiaries specially pregnant and lactating mothers, children under 5 years old etc.

1. Job responsibilities and duties:

- Ensure training for the HNSC members, CHNF and other concerned staff to enhance their knowledge on Health & Nutrition;
- Ensure timely distribution of Health & Nutrition support to the project beneficiaries;
- Supervision of field level Health & Nutrition activities to be provided to the project beneficiaries;
- Progress assessment by supervising and evaluating the Health & Nutrition activities and taking necessary measures accordingly;
- Establish effective linkage with the district and upazila level govt. and NGO officials of the health sector;
- Plan, organize and monitor field level BCC activities;
- Participate in meetings on MCH & Nutrition activities to be held at the community level;
- Ensure social mobilization programs with elite personalities and religious leaders of upazila / union parishad;
- Ensure the preservation and proper use of MPR, work plan and all registers of Health & Nutrition;
- Refer the children and pregnant mothers for MAM (Moderate Acute Malnutrition) and SAM (Severe Acute Malnutrition) management to the nearest UHC (Upazila Health Complex), District Hospital, Medical College Hospital etc. ;
- Provide necessary technical support to the Paramedics, HNSC members, Gram Parishad and Gram Samiti for ensuring pregnancy allowances for the pregnant mothers with MAM and SAM;
- Provide necessary technical support to CHNF, HNSC members, Gram Parishad and Gram Samiti for identifying and ensuring caesarian section (operation) allowances for the mothers with difficult and risky deliveries;
- Conduct training and refresher courses on HN-RELI for CHNF, HNSC members and all other concerned SDF field staff and officials;
- Arranging workshops / seminars on HN-RELI at district, upazila, cluster levels;
- Submit regular reports/ updates to the concerned authorities of SDF;
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- Any other assignment given by the management of SDF.

2. Qualifications, experiences and competencies required:

- Medical Graduate (MBBS) with BMDC (Bangladesh Medical & Dental Council) registration.
- Experience in the field of Health & Nutrition with a professional experience in program planning, implementation and coordination (preferably in community based MCHN- Maternal & Child Health and Nutrition) will be an added advantage.
- Ability to communicate with rural communities and willingness to work in the rural settings of Bangladesh;
- Interpersonal skill to maintain liaison with Govt. health facilities, NGOs and concern stakeholders.
- Must not exceed the 42 years of age on the last date of submission of application for this position as advertised in the national dailies.

