**Terms of Reference**

**for Volunteer Programme with Korean Universities**

**I. General Information**

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| **Sector of Assignment:** *Programme*  **Title:** *Programme Support Assistant – Nutrition and School-based Programmes*  **(Equivalent) Grade:**  **Country:** *Sri Lanka*  **Duty Station (city):** *Colombo*  **Agency:** *The United Nations World Food Programme* |

**II. Supervision**

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| **Name of Supervisor:** Dr Kalana Peiris  **Title of Supervisor:** Head of Nutrition and School-based Programme  **Content and Methodology of Supervision:**  The Programme Support Assistant will work under the direct supervision of the Head of Nutrition and School-based Programme. A work plan will be jointly discussed and endorsed at the beginning of the contract, followed by reviews as required. Guidance will be provided on a daily basis as required and feedback sessions will be set up regularly, at a minimum once every quarter. |

**III. Assignment Details**

**Task Description**

*Under the direct supervision of the Head of Nutrition and School-based Programme, the Programme Support Assistant will support the Homegrown School feeding project implemented in WFP country office*

*Responsibilities:*

* Provide coordination support in the development and implementation of various activities and processes in the area of nutrition, Social Behaviour Change, Research Assessments, data management, analysis, Monitoring support, and reporting that promote alignment with project objectives;
* Draft briefs, reports, presentations, and information products for use in national/international forums and internal meetings on home grown school feeding programmes including nutrition and SBC and other related programmes.
* Draft reports, communication materials, and data analysis that highlight trends in programme implementation status.
* Support with the development of visibility material to showcase results and learnings.
* Assist with resource mobilizations efforts and proposal writing
* Liaise with internal counterparts to foster effective collaboration, implementation and monitoring of ongoing home-grown feeding project activities.
* Support coordination of donor visits and preparations
* Other tasks as required.

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| **Program/Project Description**  The country strategic plan for 2023–2027 seeks to provide protective food assistance and other support as required in the short term and to restore and improve food security and nutrition by developing in-country capacity and reducing vulnerability through an integrated resilience and nutrition-sensitive approach that layers and sequences programming. The plan embodies the humanitarian–development–peace nexus by enabling the Government to establish stronger systems that reduce the impact of shocks while fostering gender equality, increasing the population’s ability to recover and ensuring lasting peace. The country strategic plan seeks to address immediate and medium to long term needs through a systems approach to capacity strengthening. Leveraging its comparative advantages in Sri Lanka, WFP will deliver four outcomes:  ➢ Outcome 1: Vulnerable communities in Sri Lanka meet their food, nutrition and other essential needs during and after crises.  ➢ Outcome 2: By 2027, targeted groups in Sri Lanka have improved nutrition from strengthened nutrition-sensitive and nutrition-specific programmes focusing on, in particular, the first 8,000 days of life.  ➢ Outcome 3: By 2027, communities in Sri Lanka have strengthened resilience and reduced vulnerability to natural hazards, climate change and other risks with improved sustainability of livelihoods.  ➢ Outcome 4: By 2027, national and subnational institutions and stakeholders in Sri Lanka have enhanced capacity to enable adaptive and resilient food systems to improve food security and nutrition. |

**IV. Qualifications and Experience**

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| **Minimum Academic Requirements (level of education, relevant major)**  Enrolled in an undergraduate university degree in agriculture, nutrition, public health, or Social Sciences or other relevant fields.  **Specific Professional Experience**  Experience with Agriculture, nutrition and Social Behaviour change  **Key Competencies of the Assignment**  Fluency in English;  Proficiency in Windows MS Office (Word, Excel, Powerpoint, Outlook);  Behavioral competencies such as Coordination, Cognitive Capacity, Innovation, Partnering and Teamwork. |

**V. Background Information**

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| The United Nations World Food Programme (WFP) has been present in Sri Lanka since 1968 and provided assistance to the country in emergency response and food security and nutrition programmes.  This assignment is part of the World Food Programme's strategic outcome 2 aims to provide assistance to targeted children, pregnant and breastfeeding women, children under 5, smallholders and communities vulnerable to food insecurity, unhealthy diets and malnutrition through asset transfers, food and cash assistance, home-grown school feeding, training and social and behaviour change communication to improve nutritional outcomes  Through school-based programmes, WFP will utilize its comparative advantage to support the NSMP to ensure that children receive nutritious daily meals and thus help to combat the wasting and chronic nutritional deprivation that has led to high levels of stunting among adolescents. School meals will also be used to provide fortified rice that will help to alleviate micronutrient deficiencies. In addition to supporting the economic sustainability of the NSMP, HGSF models can significantly increase the income of local smallholder farmers.  Local smallholders who supply produce for school meals will receive agricultural training, equipment and other inputs that link HGSF with the NSMP in order to improve their economic well-being, increase the retention of suppliers and reduce the cost per meal. The disproportionate burden on women involved in NSMP and HGSF will be addressed through mechanisms that ensure them a fair economic return and a gender-equitable division of labour. To ensure food safety and quality for the NSMP, WFP will provide training and individual capacity building for meal suppliers and will seek to improve school-related infrastructure and equipment, which will also help raise nutrition awareness among children.  Through SBCC interventions integrated into the programmes, WFP will continue to promote healthy eating habits among, schoolchildren and their families and their communities while addressing stereotypes, including those related to gender, that undermine the consumption of healthy diets.  CSP outcomes 2 and 4 are connected through system-strengthening activities related to nutrition. WFP will strive to locate projects under both outcomes in the same areas, integrating, layering and sequencing activities in a nutrition-sensitive resilience-building approach.  In close partnership with the Government of Sri Lanka, WFP Sri Lanka's Country Strategic Plan (CSP) will make substantial contributions to Zero Hunger while strengthening communities' resilience and nutrition security. The CSP is implemented using an integrated, holistic, and innovative programming approach that strengthens local/national capacities and ensures program sustainability. The Republic of Korea has been a donor to WFP's resilience-building efforts in Sri Lanka, and also currently supporting the home-grown school feeding program and WFP has engaged Korean volunteers in project activities. |