



## Access to Nutrition Foundation

<b>Job Title:</b>	Program Manager
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<b>Work Location</b>	Utrecht, The Netherlands	<b>Travel Required:</b>	Up to 20% per year
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The Global Access to Nutrition Index (ATNI) is a groundbreaking initiative that evaluates the world's largest food and beverage manufacturers' policies and performance related to the world's most pressing nutrition challenges: obesity and undernutrition. Other than the Global Index, single country Spotlight Indexes like the India Index, and specific monitoring tools for SME's and improved Nutrition Profiling Systems are also in development.

Globally one in three people is either undernourished, overweight or obese. Over the last 35 years, obesity has more than doubled and has now reached epidemic proportions. Over the next 10 years, undernutrition is also set to continue to increase in some countries.

The Indexes are designed and published by the Access to Nutrition Foundation (ATNF), a not-for-profit organization based in The Netherlands. ATNF provides companies with a tool to benchmark performance on nutrition against others in their sector and provides stakeholders with impartial objective, consistent, in-depth information on companies' contributions to improving nutrition. The aim of ATNF is to encourage companies both to increase the number of healthier products and access to them, and also to responsibly exercise their influence on consumers' choice and behavior.

The Global Index was first launched in 2013 and repeated in 2016 and 2018. They gained a positive response from stakeholders, including food and beverage manufacturers, NGOs and investors. In addition, ATNF publishes Spotlight Indexes for individual countries that aim to provide a strong evidence base for local dialogue and action. The first India Spotlight Index assessing India's largest food and beverage manufacturers was published in 2016, and in 2018 ATNF published the first U.S. Spotlight Index.

ATNF's Indexes and research is used not only by the rated companies but also by non-profit stakeholders, such as NGOs, policymakers and investors. ATNF works closely with several of these organizations including the Global Alliance for Improved Nutrition (GAIN), the Global Nutrition Report, UNICEF, the World Health Organization (WHO) and over 60 global investment companies.

The Access to Nutrition Foundation was established in July 2013. It is governed by an independent international board of directors. The Foundation is currently being funded by the Bill & Melinda Gates Foundation, Dutch Ministry of Foreign Affairs and the UK Department for International Development (DFID).

For more information on ATNF, please visit our website [www.accesstonutrition.org](http://www.accesstonutrition.org)

### **The Role**

The Program Manager will be part of a small but growing team of eight current staff members based in Utrecht, The Netherlands.

This position will require excellent facilitation, networking, and communication skills, and a diplomatic approach. Experience with multi-stakeholder processes in profit as well as non-profit spheres are a pre-



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requisite. Moreover, a proven interest in and understanding of nutrition, health and/or sustainable business is important.

The Program Manager will play a central role in a dynamic young organization and will have the ability to help shape the expansion of the organization. This is a unique opportunity to have a substantial positive impact on improving global health by helping to fundamentally shape the nutrition standards and practices of the largest food and beverage manufacturers globally.

### Description

#### Tasks and responsibilities:

##### Relationship building and stakeholder management

- Manage ongoing relationships with key stakeholders, including companies, academia, investors, media and civil society.
- Set up and facilitate stakeholder consultation processes, including with the Expert Group (EG), investors, food and beverage companies, the nutrition community, and a global stakeholder network.

##### Management and communication

- Monitor and guide our external Communications Agencies in the development and implementation of media outreach strategies for communicating on Index Reports (Global and in-country Index reports) and new monitoring tools and in formulating outcomes and messages.
- Share Index results with stakeholders through company meetings, round table discussions, conferences.
- Prepare reports and background papers on ATNI and its activities for ATNF's donors, Board members, and Expert Group members as requested.
- Coach an intern and (future) staff members.

##### Project management

- Administer competitive bidding processes to hire firms/consultants as needed to carry out key project tasks (e.g., research, communications).
- Manage the output of consultants and contractors.
- Draft inputs for grant proposals to secure funding for the ongoing operations of ATNI.
- Support regularly reporting on the ATNI projects for funders

##### Research

- Support the writing of public Index reports that detail the research findings and rankings by company, and draft other written documentation that may be required for the Global Index, other country-level Indexes and projects developing new monitoring tools and their public launch.
- Conduct quality assurance on research conducted for the Indexes prior to their launch.
- Prepare and participate in company engagement meetings.

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Job Requirements
<p><b>Experience:</b></p> <ul style="list-style-type: none"> <li>• At least 6 to 10 years of experience in managing projects with an international scope, preferably with a mix of public and private sector working experience, and including experience working in an international environment.</li> <li>• Outstanding track record of achievement and of delivering results at a high level, preferably in a research, industry, international organization or management consultancy environment.</li> <li>• Demonstrated success in cultivating and sustaining relationships and networks across diverse constituencies and cultures, preferably with experience in supporting or administering multi-stakeholder consultative processes.</li> <li>• Broad-ranging business development skills and proven commercial judgment.</li> <li>• Knowledge of and experience with nutrition and the food and beverage industry would be highly desirable.</li> </ul>
<p><b>Education:</b></p> <ul style="list-style-type: none"> <li>• Masters degree from a leading university (MBA, MPA, MPH, or similar degrees).</li> </ul>
<p><b>Competencies</b></p> <ul style="list-style-type: none"> <li>• Highly developed project management skills and close attention to detail.</li> <li>• Exceptional writing skills (ability to write clearly, concisely, and quickly in fluent English is absolutely essential).</li> <li>• Excellent communication and stakeholder management skills.</li> <li>• Hands-on, positive approach to work.</li> <li>• Ability to produce professional presentations under short deadlines.</li> <li>• Proven ability to work effectively in a team environment.</li> <li>• Strategic planning and analytical abilities.</li> <li>• Leadership skills to take forward new concepts and overcome obstacles to implementation.</li> <li>• Strong drive, determination, and motivation.</li> </ul> <p><u>Special Requirements:</u></p> <ul style="list-style-type: none"> <li>• Willingness to travel globally up to 20% of the year.</li> <li>• Existing necessary permits and approvals to work in the EU.</li> </ul>
<p><b>Languages</b></p> <ul style="list-style-type: none"> <li>• Perfect command of written and spoken English, French or other UN languages are an added benefit.</li> </ul>

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### Application process

- Closing date for applications: Please submit your application as soon as possible (before January 7, 2019).
- For inquiries please call Ellen Poolman (030-4100916) on Tuesday December 18, between 10:00am - 12:00 pm, or Thursday January 3, between 13:00-14:30 pm.
- How to apply: Send a cover letter and 2-page CV to Mark Wijne (mark.wijne@accesstonutrition.org) along with a sample of your writing, e.g. a 500-word article.
- First interviews will be conducted in the first instance over Skype. Second interviews for shortlisted candidates will be conducted in person.