



HUMAN RESOURCES DEPARTMENT

TERMS OF REFERENCE FOR INTERNSHIP: NUTRITION INTERN

1	IDENTIFICATION		
1.1	JOB TITLE	NUTRITION INTERN	
	REPORTING TO	NUTRITION OFFICER	
1.2	GRADE/JOB GROUP		
1.3	DEPARTMENT/PROGRAM/PROJECT	NUTRITION/KIBERA	REACH 90 PROJECT
1.4	PHYSICAL LOCATION	KIBERA	
1.5	DURATION	6 MONTHS	

2. OBJECTIVES OF THE INTERNSHIP

- 1) Enhance the educational experience of graduate students through practical and guided hands-on exposure and involvement In Amref’s development project in Kibera; Nairobi.
- 2) Provide graduate students with an exposure to the working environment of an International NGO and a better understanding of Amref’s goals and activities.

3. FUNCTIONS/DUTIES AND OUTPUT EXPECTATIONS

Under the guidance and direct supervision of facility nutritionist and the overall guidance of project officer; Nutritionist, the intern is expected to perform the following tasks:

KEY AREA	Activity
Nutrition Assessment	Support in ensuring quality and efficiency in all aspects of the nutrition under the project.
	Supporting MCH by growth monitoring of children under five years and refer them for PITC, deworming and vitamin A supplementation.
	Support in nutrition assessment and diet prescription for, people living with HIV/AIDS and TB
Nutrition Counseling	Support in nutritional counselling to patients within the project and patient’s nutrition education.
Commodity management	Support in the distribution of nutrition commodities to ART, TB patients and malnourished children in accordance with the existing guidelines.
	Support in periodic physical stock take and ordering of nutrition commodities.
Report Writing	Support in compiling nutrition weekly, monthly and quarterly reports.

4. REQUIRED QUALIFICATIONS

4.1 The candidate is currently completing or has recently completed a University diploma/degree in nutrition or equivalent.

4.2 Skills

- Good communication skills: write clearly and concisely (essential)
- Ability to work in a multi-cultural environment (essential)
- Knowledge of nutrition and HIV (desirable)
- Experience in working in informal settlement (desirable)

4.3 At the end of the 3 months and 6 months of internship, the following outputs will be expected:-

An internship evaluation form should be filled, jointly reviewed by the supervisor and the intern and forwarded to HR department.

5. Work Environment
Normal office environment

6. Hours of Work
38 hours per week, Monday to Thursday official working hours from 8.00am to 5.00pm with one (1) hour lunch break from 1pm to 2pm. Friday official working hours from 8.00am to 2.00pm.