

Helen Keller Intl Job Announcement

Regional Program Manager, Food Fortification

(location: Abuja, Nigeria, or Dakar Senegal)

Guided by the remarkable legacy of its co-founder, Helen Keller, Helen Keller Intl partners with communities that are striving to overcome longstanding cycles of poverty. By delivering the essential building blocks of good health, sound nutrition, and clear vision, we help millions of people create lasting change in their own lives. Working in 20 countries – across Africa, Asia, Europe, and the United States – and together with a global community of supporters, we ensure every person has the opportunity – as Helen did – to reach their true potential.

We are seeking an experienced Regional Program Manager, Food Fortification, to provide strategic, technical, and operational leadership for a multi-country food fortification portfolio in West Africa. Reporting to the Global Advisor, Food Systems, this role leads regional coordination, country implementation support, and donor engagement to advance fortification of bouillon cubes at scale.

The Regional Program Manager will oversee a portfolio focused on advancing large-scale food fortification—particularly micronutrient fortification of bouillon cubes—by supporting regulatory adoption, market entry, and industry compliance. The role requires strong regional leadership, the ability to operate effectively within a matrixed organization, and experience translating policy and standards into scalable public health impact.

Position to be located in Abuja, Nigeria or Dakar Senegal. Candidates must have work authorization in one of the following countries of hire- Nigeria or Senegal.

Program Context

Since 2019, Helen Keller Intl has supported governments and partners in West Africa to advance evidence-based standards for micronutrient fortification of bouillon cubes. With key regulatory milestones achieved and growing regional alignment, the program is entering a new phase focused on market entry, manufacturer compliance, and sustained implementation. This position plays a critical role in guiding this next phase, with immediate priorities in Nigeria and Senegal and continued engagement at regional levels, including ECOWAS.

Functional Relationships

The Regional Program Manager reports to the Global Advisor, Food Systems, and is a member of the Global Nutrition Team. The role provides technical leadership and co-supervision to program staff based in Nigeria, Senegal, and Burkina Faso, and works closely

with country leadership, regional bodies, donors, research partners, private-sector actors, and civil society organizations. The Regional Program Manager may also participate in global working groups or steering committees and contribute to related large-scale food fortification initiatives in additional countries. While operating within the matrix, the role exercises day-to-day authority over program planning, prioritization, execution, and donor reporting in close coordination with country teams.

Helen Keller Intl operates within a matrixed management structure that requires strong collaboration and communication across global, regional, and country teams.

Key Responsibilities

Regional Program Leadership and Strategy

- Provide overall leadership for a multi-country food fortification portfolio, ensuring strategic alignment, high technical quality, and timely delivery of results.
- Lead the development and oversight of regional and country-level work plans, ensuring activities are responsive to evolving contexts and evidence.
- Guide adaptive program management, incorporating learning and course correction as needed.

Technical Leadership and Advocacy

- Provide strategic technical guidance to country teams on fortification policy, regulatory sequencing, feasibility, and enforcement.
- Support governments, manufacturers, and Country Working Groups to advance commercially viable and compliant fortification.
- Facilitate effective collaboration among governments, private sector actors, civil society, research institutions, and regional bodies.
- Lead national and regional advocacy efforts to advance adoption, revision, and implementation of fortification standards.
- Oversee development and access of high-quality technical documents and knowledge products, capturing lessons learned and best practices.

Program Implementation, Monitoring, and Quality Assurance

- Oversee coordinated implementation across countries, ensuring quality, timeliness, and compliance with approved work plans.
- Lead monitoring, evaluation, learning, and reporting processes in collaboration with country teams and global colleagues.
- Ensure safeguarding principles and ethical standards are integrated across program activities.
- Support countries and manufacturers in navigating cost, formulation, and supply chain challenges to enable commercially viable fortification.

Financial Oversight and Donor Accountability

- Serve as a senior technical and programmatic point of contact for institutional donors, supporting strategic dialogue beyond routine reporting.
- Oversee budget monitoring and expenditure tracking across the regional portfolio, ensuring alignment between financial resources and program priorities.

- Ensure donor funds are managed in accordance with Helen Keller and donor policies and sound financial practices.
- Oversee preparation, consolidation, and timely submission of high-quality narrative and financial reports.
- Coordinate sub-grant processes, including preparation, review, and follow-up.

Representation and Organizational Contribution

- Represent Helen Keller Intl at relevant national, regional, and international forums.
- Contribute regional perspectives to global learning, strategy development, and communities of practice.
- Support organizational efforts to strengthen large-scale food fortification across regions.

Required Qualifications and Competencies

Education: At least a Master's degree in food technology, Nutrition, Public Health, International Development, or another related field.

Experience: A minimum of 10 years of hands-on experience with a proven track record in implementing food and nutrition programs and a strong background in the food industry, or equivalent combination of education and experience.

- Demonstrated experience in:
 - Food fortification programs and policy development, and existing networks, particularly in Nigeria and West Africa, is essential.
 - Coordinating and managing multi-country or regional programs,
 - Translating policy, standards, or guidelines into operational implementation at scale
 - Working directly with food manufacturers, industry associates, or private-sector partners.
- Strong program management skills, including planning, budgeting, monitoring, and reporting.
- Demonstrated ability to manage complex stakeholder relationships across government, private sector, and civil society.
- Excellent interpersonal and communication skills. Collaborative, flexible and solution-oriented. An ability to maintain balance when under stress.
- A proven history of successfully managing diverse teams for high productivity.
- Demonstrated effectiveness in project planning and organization, as well as exceptional time management skills.
- Fluency in English, both orally and in written communication is required. Oral and written proficiency in French is preferred.
- The ability to read, analyze, and interpret complex documents in this language.
- Ability and willingness to 1) adapt to flexible work hours to accommodate multiple time zones, as needed, and 2) Travel at least 30%.
- Demonstrated proficiency in the use of standard business and collaboration tools, including word processing, spreadsheets, and presentation software (e.g., Microsoft 365 or equivalent). Ability to use digital platforms for program management, budgeting, reporting, document management, and virtual collaboration in a distributed, multi-country

environment. Comfort adapting to new systems and technologies as organizational tools and requirements evolve.

Fairness, Belonging and Zero Tolerance to Abuse

As a member of the Helen Keller Family, each employee is expected to:

- Help to develop and maintain an environment that welcomes and develops a multi-cultural workforce with varied lived experiences and identities.
- Foster a work environment where everyone feels valued and included.
- Support employees' evaluation and promotion processes based on skills and performance.
- Promote a safe, secure, and respectful environment for all members of Helen Keller family, stakeholders in general, and particularly for the communities we serve.
- Follow Helen Keller Code of Conduct helping to prevent any type of abuse including workplace harassment, sexual abuse and exploitation, and trafficking in persons.
- Adhere to the Organizational Core Values embodied by our namesake and co-founder: courage, integrity, rigor, and compassion.

Compensation

Helen Keller offers a comprehensive rewards package, including health and dental coverage, paid leave, and professional development. Specific offerings may vary by country in accordance with local laws.

To Apply

Qualified candidates should submit a cover letter and resume to hki.recruitment@hki.org. Applications will be accepted until the position is filled.

In the spirit of the extraordinary ability and vision of our founder, Helen Keller Intl fosters an environment of fairness and belonging for our workforce.

Helen Keller Intl is an Equal Opportunity Employer. We are committed to the principles of equal employment opportunity for all employees and applicants for employment.