

Job Vacancies at RTM International

Job Circular No.: 20250707-013(4)

Position: Nutrition Officer (Counselor)

Location: Bhasanchar

Number of Vacancies: 01

Reports To: Clinic in Charge

About RTMI:

Research, Training and Management International (RTMI) is a non-profit, women-led resource organization established in 1994 transforming development landscapes across Bangladesh including Cox's Bazar, Bhasanchar and Sylhet.

Job Responsibilities:

RTMI is seeking a qualified and motivated Nutrition Officer (Counselor) to lead and provide nutrition counseling and education services to improve the nutritional status of the community in Bhasanchar. The position will focus on individual counseling at the PHC as well as community outreach and group education sessions, promoting positive nutrition practices among vulnerable groups.

Key Responsibilities:

- Provide individualized nutrition counseling to pregnant and lactating women, children under five, and other nutritionally vulnerable groups attending the PHC.
- Conduct group education sessions on key nutrition topics, including exclusive breastfeeding, complementary feeding, maternal and adolescent nutrition, and dietary diversity.
- Support screening, assessment, and monitoring of malnutrition cases using standardized tools and refer severe cases to appropriate treatment services.
- Lead growth monitoring and promotion activities, accurately interpreting growth charts and providing targeted counseling to caregivers.
- Develop and adapt culturally appropriate nutrition education materials and behavior change communication tools.
- Conduct community outreach visits to provide nutrition education and follow up with high-risk individuals and families.
- Coordinate with medical staff, community health workers, and outreach teams to ensure integrated nutrition services and consistent messaging.
- Maintain accurate and confidential records of counseling sessions, growth monitoring data, and referrals.
- Participate in planning and organizing nutrition-focused campaigns, special events, and health promotion activities at facility and community levels.
- Support capacity building of facility and community-based staff on basic nutrition counseling and community nutrition approaches.
- Uphold RTMI's values and maintain professionalism, respect, and cultural sensitivity in all community and patient interactions.
- Perform any other tasks assigned by RTMI authority to support program objectives.

Employment Status:	Contractual (05 months, may extend later)
Salary:	As per org policy
Job Location:	Bhasanchar
Educational requirements:	Bachelor's degree in Nutrition, Food and Nutrition Science, Social Science or a related field.
Experience and other Requirements:	<ul style="list-style-type: none"> • Minimum 2 years of experience in nutrition counselling or community nutrition programming, preferably in humanitarian or rural settings is mandatory. • Strong knowledge of maternal, infant, and young child nutrition (MIYCN) guidelines and best practices. • Practical experience with growth monitoring, nutrition screening, and counselling techniques. • Excellent communication and interpersonal skills, with the ability to effectively engage diverse community members. • Ability to work collaboratively in a team and adapt to challenging environments. • Must be willing to be based full-time in Bhasanchar and participate in outreach activities as needed. • Fluency in Bangla; basic English proficiency required; local dialect skills are an advantage. • Female candidates are strongly encouraged to apply.
Compensation & other benefits:	As per organization policy
Last date of submission:	12 July 2025
Applying to:	Job04@rtm-international.org

Read Before Apply:

The incumbent will maintain and abide by the RTM International Code of Conduct in discharging any duties in the refugee camps (while interacting/treating/counseling the refugee population) and commit to abide by the PSEA core principles and other issues.

Attention:

RTM International has a Policy regarding Protection against Sexual Exploitation and Abuse (PSEA), a Gender Policy, and a Child Protection Policy. The organization has a Policy of Zero Tolerance regarding this issue. Candidates having knowledge of PSEA will be preferred. Female candidates are encouraged to apply.

Application Instruction

Job Circular No.: 20250707-013(4)

(Applicant must mention job circular no. & Position in E-mail Subject Line)

Interested candidates may apply to **the Director (Administration), RTM International, 581 Shewrapara, Mirpur, Dhaka 1216** by sending their application and details CV along with recent

passport size photographs, copy of NID, copy of all academic certificates and contact details **on or before 12 July 2025** to E-mail address: job04@rtm-international.org (*indicating Circular No. & Position name in the Subject line*).

Submit your CV as per RTM International's CV format file (CV download Link: <http://rtm-international.org/478/>).

Only short-listed candidates will be called for interview.
No TA/DA will be provided for attending the interview.

Director (Administration)