

Terms of Reference

United Nations High Commissioner for Refugees (UNHCR)

Title: Cash-Based Interventions Roving Preparedness Specialist

Duty Station: Geneva, Switzerland

Sector/Unit: Cash-Based Interventions Section

Contract Type and Level: Temporary Appointment / P3

Duration: 12 months, March 2016 – February 2017

Supervisor: Sr. Cash-Based Interventions Officer (Technical Support), Cash-Based Interventions Section, DPSM

1. Background

Over the last decade, UN agencies and humanitarian actors have been increasingly adopting cash-based interventions (CBI) as an assistance modality in addition to in-kind transfer (food or non-food items). There has been a rapid growth in the use of CBIs across diverse crises, geographical areas, population densities and economic settings.

UK/DFID is supporting these initiatives with the “Strengthening Preparedness in High Risk Countries” project. This is a multi-year, inter-agency project aimed at improving timely, appropriate and cost-effective humanitarian response.

The project participating agencies - UNHCR, UNICEF, UNOCHA, and WFP - have agreed to support in-country CBI trainings and preparedness related feasibility studies which will determine the role of CBI within the overall contingency response plans.

The project has set aside resources to provide the operations in the four focus countries (*Afghanistan, Burundi, Myanmar and Niger*) with capacity-building support to increase their ability to assess the suitability of cash-based approaches and utilise them to support humanitarian response.

The CBI capacity building preparedness activities being planned include the following:

- An analysis of in-country training needs and existing resources/tools from the four agencies;
- Development of an inter-agency training that includes the methodology and tools required for cash-based transfers feasibility assessments;
- Delivery of three to four-day CBI trainings to the participating agency country teams and local partners;
- Development of country specific inter-agency roadmaps for carrying out the assessments;
- Carrying out country level, joint or complementary, cash-based preparedness feasibility assessments, to identify the most appropriate response modalities and delivery mechanisms, along with organizational capacity gaps for implementing CBI.

2. Purpose and Scope of the Assignment

The overarching goal of the assignment is to enable and encourage the four agencies – and potentially the humanitarian country team – in the focus countries to use cash-based approaches when appropriate and to ensure that they are fully equipped to do so.

As a starting point, a Seconded Consultant for the Cash-Based Transfers Preparedness Project is carrying out the mapping and review of existing training materials and feasibility assessment tools and developing the inter-agency training. This training will be the basis to ensure that all participants can then contribute to an inter-agency CBI feasibility study.

In support of this initiative, the CBI Roving Preparedness Specialist will have the following key responsibilities:

- 1) Provide support to the seconded consultant for the development and testing of the inter-agency CBI training materials and preparedness related feasibility assessment tools.
- 2) Co-facilitate the initial pilot of the training in one of the focus countries and support the revision and finalization of the training materials and tools based upon participant and key stakeholder feedback.
- 3) Facilitate training delivery in the three remaining focus countries with support from trainers to be designated from each participating agency.
- 4) Coordinate the development of country specific inter-agency roadmaps for carrying out the CBI preparedness related feasibility assessments;
- 5) Support joint CBI preparedness feasibility assessments in the focus countries, including evaluations of potential partnership agreements;
- 6) Conduct UNHCR specific CBI trainings and feasibility assessments in additional countries beyond the four project focus countries, as required;
- 7) Provide technical support for additional UNHCR CBI capacity building and institutionalization initiatives.

3. Qualifications and Experience

- Minimum of 6 years of relevant work experience with a Master's Degree, of which a minimum of 2 years of international field experience.
- Minimum of 8 years of relevant experience with a Bachelor's Degree, of which a minimum of 2 years of international field experience.
- Proven knowledge and technical skills in assessment, design, implementation and monitoring of CBI, preferably from a multi-sectoral perspective.
- Experience in the development of CBI related trainings and tools, as well as course facilitation experience.
- Previous work experience with UNHCR and /or another UN agency an advantage.
- Fluency in English and French required.
- Excellent written and cross-cultural communication skills.

How to apply:

Interested applicants should apply by submitting their CV, along with a cover letter in English explaining their interest in the position, via the following link:

<https://unhcr.recruiterbox.com/jobs/fk0hysn>

The application deadline is 15 January 2016. Please note that only short-listed applicants will be contacted.