

## Terms of Reference

### REACH GIS OFFICER IN NIGERIA

<b>Supervisor:</b>	IMPACT Country Focal Point
<b>Title:</b>	REACH GIS Officer
<b>Location:</b>	Maiduguri, Nigeria
<b>Contract duration:</b>	6 months
<b>Start date:</b>	ASAP

#### BACKGROUND

REACH was born in 2010 as a joint initiative of two INGOs (IMPACT Initiatives and ACTED) and the United Nations Institute for Training and Research (UNITAR) Operational Satellite Applications Programme (UNOSAT). REACH's purpose is to promote and facilitate the development of information products that enhance the humanitarian community's decision making and planning capacity for emergency, reconstruction and development contexts, supporting and working within the framework of the humanitarian reform process. REACH facilitates information management for aid actors through three complementary services: (a) need and situation assessments facilitated by REACH teams; (b) situation analysis using satellite imagery; (c) provision of related database and (web)-mapping facilities and expertise.

IMPACT Initiatives is humanitarian think tank, based in Geneva, Switzerland. The organisation manages several initiatives, including the REACH Initiative. The IMPACT team comprises specialists in data collection, management and analysis, GIS and remote-sensing.

#### COUNTRY PROFILE

Since May 2013, the Boko Haram insurgency in Northern Nigeria has destroyed infrastructure, provoked dramatic livelihoods erosion and triggered the displacement of over 2 million people, out of which 1.4 million people are in Borno State. The humanitarian situation of IDPs in Borno State is critical. Following years of conflict, the vast majority of the State's rural areas are empty. The population has fled to the relative safety of Maiduguri or Local Government Area (LGA) capitals. In IDP camps in Maiduguri and especially in the enclaved LGA capitals the entire population is extremely vulnerable and in need of basic humanitarian support. While some areas have recently experienced returns in proximity of main roads (for example Beni Shekh in Kaga LGA, the population from many LGAs is likely to remain displaced for the medium term, lacking security, shelter and livelihoods in their villages of origin. When returns are made possible, it will be essential to accompany returning populations in order to enable them to rebuild their livelihoods and remain in their villages, which are in most cases completely destroyed while anticipating potential sources of conflict with local populations.

In response to the crisis in North-Eastern Nigeria, humanitarian assistance has been recently scaling up. The recent increase in access to LGA capitals (largely enabled by UNHAS helicopters) has resulted in outreach by humanitarian partners beyond Maiduguri, with a number of NGOs establishing themselves in newly “liberated” LGA capitals such as Biu and Monguno. However, the existing humanitarian capacity is insufficient to respond to the scale of the crisis. Even within Maiduguri IDPs are not receiving regular food aid, leading to intolerable Severe Acute Malnutrition and mortality rates. IDP camps and camp-like settlements are disorganized, flood-prone and unsanitary, with extreme humanitarian indicators across all sectors.

In addition there is a clear lack of information and information coordination in North East Nigeria to support the planning and delivery of humanitarian assistance. Despite the current efforts conducted by IOM on DTM, OCHA as well as sectors, operational actors in Borno often lack specific evidence based and localized information to support their planning and anticipate populations’ movements and needs. With a highly dynamic and difficult to access context, Nigeria remains a crisis with limited amount of evidence available to humanitarian partners for aid planning and delivery. In such context, it is key to ensure that the humanitarian community continues to have regular access to data on humanitarian needs and context in Nigeria.

Within this context, REACH has recently launched an ECHO-funded mission in north-eastern Nigeria. Over the next 11 months, REACH will provide information support in formal and informal IDP camps in Borno and neighboring states through mapping, needs assessments and monitoring the attainment of humanitarian service delivery standards. REACH will also conduct IDP return intentions assessment to identify potential areas of return, triggers for movement and limiting factors. The final component of REACH’s currently anticipated activities will be a profiling for settlements in potential areas of return to assess their capacity and suitability to receive returning populations; this will include assessments of vital infrastructure, services in the area, Government/ NGO/ UN ability to scale-up their responses, and vulnerability assessments of current inhabitants.

## WORKING RELATIONS

Internally, the GIS Officer will work closely with REACH Assessment staff and where required IMPACT HQ. These relations will also extend to ACTED country staff including Program Development, AMEU and Area Coordinators.

Externally, the GIS Officer will be expected to liaise with national and international partners, notably IM focal points in NGOs, UN agencies and clusters.

## FUNCTIONS

### 1. GIS Activities

#### a. Preparation, conception and production of maps

- Identify map information needs;
- Identify and access map information sources;
- Ensure accurate linkages between spatial databases and assessment data;
- Ensures that the produced maps meet the requirements of REACH and concerned partners.

#### b. Supervision and monitoring of mapping related data collection

- Conceptualize methodologies for collecting data in the field, as according to need;
- Organize and supervise GIS field missions;
- Monitor accuracy of data collected;
- Cross check data collected in the field, ensure regular updates and solve eventual discrepancies.

## 2. Data Management and Analysis Activities

### a. Supervision and monitoring of remote data collection

- Monitor accuracy of data collected;
- Cross check data collected in the field, ensure regular updates and solve eventual discrepancies;
- Manage, update and deploy monthly questionnaire.

### b. Data cleaning, management, and merging

- Manage data received monthly from the team;
- Maintain, update and expand R-based system of data management and analysis for data dissemination and reporting;
- Maintain, update and expand R system from automated data analysis and map production for factsheets
- Organize and expand the system to other REACH projects across Nigeria

### c. Product production

- Create and update monthly factsheets for areas of analysis across Nigeria;
- Provide mapping support for supplementary products developed by the assessment team.

## 3. Technical Support

The REACH GIS Officer will contribute towards the identification and implementation of effective and adapted technical solutions for assessments and projects for REACH Nigeria. The REACH GIS officer will provide technical support assessments and analysis for REACH Nigeria. These responsibilities will include creation and management of data collection tools, training on data cleaning and management techniques, support for data analysis, and ad hoc mapping support upon request.

## 4. Internal Communication Processes

The REACH GIS Officer will liaise with IMPACT in Geneva to guarantee a quality product that suits the needs of the field office. He/she will respond to information requests from IMPACT Initiatives and keep Geneva informed of the MIS activities in the field.

## 5. Confidentiality and Data Protection

The REACH GIS Officer will maintain the strictest confidentiality of data and processes. He/she will actively take measures to prevent the unauthorized sharing of information and data.

## ACCOUNTABILITY TO COMMUNITIES AND BENEFICIARIES

The staff member is responsible for ensuring that all relations with the communities REACH and partners work are conducted in a respectful and consultative manner. Due attention must be paid to ensuring that communities are adequately consulted and informed about REACH programme objectives, activities, beneficiary selection criteria, and methodologies. This is the responsibility of every REACH staff member.

## REQUIREMENTS

- A good sense of humour about bugs, snakes and bucket showers required;
- Master degree in Geography/GIS or a related discipline;
- 2 years of experience in GIS / Database management, preferably in humanitarian context;
- Considerable experience analysing complex data with R mandatory; knowledge of other statistical programming languages and packages a plus;
- Previous experience with mobile data collection (ODK, ONA, KOBO);
- Knowledge of the Adobe Suite, particularly Illustrator and InDesign;
- Excellent team management skills;
- Ability to operate in a cross-cultural environment requiring flexibility;
- Familiarity with the aid system, and understanding of donor and governmental requirements;
- Prior knowledge of the region an asset;
- Fluency in English required;
- Ability to operate Microsoft Word, Excel and Project Management Software;
- High level of autonomy and willingness to spend time in deep field locations away from IMPACT/ACTED support;

## CONDITIONS

- Salary defined by the IMPACT salary grid; educational level, expertise, hardship, security, and performance are considered for pay bonus
- Additional monthly living allowance
- Free food and lodging provided at the organisation's guesthouse/or housing allowance (depending on contract length and country of assignment)
- Transportation costs covered, including additional return ticket + luggage allowance
- Provision of medical, life, and repatriation insurance + retirement package

## HOW TO APPLY

**Please send, in English, your cover letter, CV, and three references to [jobs@impact-initiatives.org](mailto:jobs@impact-initiatives.org)  
Ref: 17/NIGERIA/GISO01**

Please indicate the above reference code in the subject line of your email.

For more information, visit us at <http://www.impact-initiatives.org>