Job Description

REACH GIS OFFICER FOR SYRIA

(Reference: 20/SYR/GISO01)

BACKGROUND ON IMPACT AND REACH

REACH was born in 2010 as a joint initiative of two International NGOs (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 a humanitarian NGO, 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. IMPACT was launched at the initiative of ACTED, an international NGO whose headquarter is based in Paris and is present in thirty countries. The two organizations have a strong complementarity formalized in a global partnership, which allows particularly IMPACT to benefit from ACTED’s operational support on its fields of intervention.

ACTED is a French humanitarian NGO, founded in 1993, which supports vulnerable populations, affected by humanitarian crises worldwide. ACTED provides continued support to vulnerable communities by ensuring the sustainability of post-crisis interventions and engaging long-term challenges facing our target populations, in order to break the poverty cycle, foster development and reduce vulnerability to disasters. Their interventions seek to cover the multiple aspects of humanitarian and development crises through a multidisciplinary approach which is both global and local, and adapted to each context. Their 3,300 staff is committed in to responding to emergencies worldwide, to supporting recovery and rehabilitation, towards sustainable development.

We are currently looking for a GIS Officer to support our team in Syria.

Title: REACH GIS Officer
Location: Amman, Jordan
Contract duration: 6 months (renewable)
Start date: 15 August 2020
COUNTRY PROFILE
The dynamic and multi-faceted nature of the Syrian humanitarian crisis has created significant challenges for information management. With 13.1 million people in need within the country as well as 5.6 million refugees outside of the country, and 6.6 million internally displaced, the capacity of the humanitarian community to understand and meet the needs of conflict-affected populations is extremely stretched. To respond to a crisis of such scale, timely and comparable information is required across Syria and its neighboring countries.

In this context, since 2013, REACH has been working closely in coordination with humanitarian clusters as well as with other national and regional coordination mechanisms such as OCHA and Cash Based Responses Technical Working Group to address information gaps and implement assessments that contribute to informing the humanitarian response.

Overall, since the onset of the deployment, REACH has been involved in macro and regional multisectoral assessments, informed cash and voucher programming across Syria through monthly Market Monitoring Exercise, extended technical support to the CCCM Community Level IDP Tracking Project in Syria, thematic assessments, and conducted rapid needs assessments in response to contextual changes. REACH is looking for a GIS Officer to support Humanitarian Situation Monitoring (HSM) unit activities, which primarily includes rapid emergency response assessments and monthly assessments providing an overview of humanitarian needs.

FUNCTIONS
GIS Activities
- 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.

- 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.

Data Management and Analysis Activities
- 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.
- **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;
  - Maintain, update and expand automated data analysis and map production for dashboard updates using Tableau;
  - Organize and expand the system to other REACH projects.

- **Product production**
  - Create and update monthly factsheets for areas of analysis;
  - Edit and update project dashboards monthly based on assessment team analysis;
  - Provide mapping support for supplementary products developed by the assessment team.

**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. The REACH GIS officer will provide technical support assessments and analysis for REACH.

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.

**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.

**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

- Master degree in GIS or a related discipline (Geography, Geomatics, Environmental Engineering, Environmental Sciences)
- 2 years of experience in GIS / Database management, preferably in humanitarian context;
- Previous experience with mobile data collection (ODK, ONA, KOBO);
- Experience analysing complex data with R; knowledge of other statistical programming languages and packages a plus
- Knowledge of the Adobe Suite, particularly Illustrator and InDesign;
- Knowledge of remote sensing analysis a plus;
- Prior experience using Tableau or other dashboard software a plus;
- 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;

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