

## Job description

### SHELTER ASSESSMENT OFFICER IN AFGHANISTAN

(Ref: 20/AFG/AO02)

#### 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.

**We are currently looking for a REACH Assessment Officer to manage IMPACT's Emergency Shelter and Non-Food Items (ES/NFI) programme. The position is based in Kabul, Afghanistan with some travel to other areas and regions required.**

|                           |                           |
|---------------------------|---------------------------|
| <b>Position:</b>          | <b>Assessment Officer</b> |
| <b>Contract Duration:</b> | 6 months                  |
| <b>Location:</b>          | Kabul, Afghanistan        |
| <b>Start date:</b>        | ASAP                      |

#### COUNTRY PROFILE

REACH has been present in Afghanistan since 2016, providing a growing evidence base for humanitarian response planning through sectoral, multi-sectoral and area-based assessments as well as information management services. Working across all 34 provinces, including hard-to-reach areas, the Afghanistan team's research supports and facilitates emergency response efforts immediately following conflict or natural disaster as well as more long-term oriented resilience and recovery activities.

In 2020, REACH Afghanistan has two distinct project portfolios, one focusing on Inter-Sectoral Research and coordinating heavily with the emergency humanitarian response, whilst the other explores Recovery and Resilience issues to support longer-term development solutions and disaster risk reduction programming. A major pillar of the Resilience and Recovery Unit (RRRU) is REACH's shelter programme, which takes a nexus approach, looking at shelter from an emergency, resilience and recovery, and disaster risk reduction (DRR)

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perspective. This has often involved the development of novel research methodologies and assessments and recently included a multi-dimensional evaluation of the 2019/2020 winterization response and the documentation of local architecture design and transitional shelter responses.

## POSITION PROFILE

IMPACT is seeking a versatile candidate, who experience in designing and managing assessment methodologies, including research outside of traditional methods. The Shelter Assessment Officer will manage REACH Afghanistan's shelter profile, and in this role coordinate all shelter research cycles in Afghanistan for the RRRU unit. The role will require a high level of autonomy and ability to liaise with field and data analysis teams and delegate tasks between the teams effectively.

Under the supervision of the Country Coordinator in Afghanistan, direct line-management of the RRRU Research Manager, and with direct coordination and communication with the ES/NFI Cluster Leadership, the Assessment Officer will fulfill the following functions:

### **Implementation of the REACH Afghanistan Shelter Research Cycle**

Under the supervision of the REACH CC and the RRRU Research Manager, and in collaboration with the IMPACT Research Unit, and all relevant ES/NFI Cluster stakeholders, the AO will be responsible for supporting the implementation of all operational stages of the relevant data collection exercise(s), including tool and methodology design, coordination of data collection, data cleaning, and data analysis.

### **ES/NFI product drafting**

Under the supervision of the REACH CC and the RRRU Research Manager, and in collaboration with the IMPACT Reporting Unit and all relevant ES/NFI Cluster stakeholders, the AO will be responsible for producing and/or overseeing the production of all relevant outputs (as defined by the REACH and the ES/NFI Cluster) related to the aforementioned data collection exercise(s). These outputs may include cleaned datasets, factsheets, shelter catalogues, architectural design schematics, presentations, and reports.

### **Research**

Under the supervision of the REACH CC and the RRRU Research Manager, the AO will be responsible for conducting periodic research on shelter types, cluster strategies, and updating the state of the evidence base underpinning the ES.NFI Cluster's response and related interventions in Afghanistan, and producing relevant outputs to include reports, factsheets, and/or databases of relevant outputs.

### **Analysis**

Under the supervision of the REACH CC and in coordination with the Data team staff, the AO will be responsible for consolidating relevant data and outputs from within REACH ES/NFI research cycles, identifying methodologies for additional analysis, and engaging with relevant partners to conduct and share this analysis in a variety of fora.

## REQUIREMENTS

- Excellent academic qualifications, including a master's degree in social sciences, economics, monitoring and evaluation, architecture, civil engineering, or another relevant discipline
- At least 2 years of relevant working experience in development or transitional settings, through either research, evaluation, assessments, or programmes
- Past experience in managing large scale quantitative assessments desirable
- Excellent organizational skills
- Prior field experience required. Field research, M&E, or assessment experience highly desirable

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- Excellent analytical skills – ability to situate findings within a wider context
- Excellent communication and drafting skills for effective reporting
- Ability to operate in a cross-cultural environment requiring flexibility
- Previous experience in survey tool design and implementation
- Fluency in English required, Persian/Dari language skills is an advantage
- Ability to operation Microsoft Word, Excel and Project Management Software
- Advanced skills in SPSS and/or R, STATA or other statistical analysis software an advantage
- Knowledge of architectural drafting software, including AutoCAD, is desirable.
- Ability to multitask with tight deadlines, on numerous research cycles
- Ability to work independently and manage people remotely

## 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.

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