

CCCM ASSESSMENT SPECIALIST**BACKGROUND ON IMPACT AND REACH**

IMPACT Initiatives is humanitarian think tank, based in Geneva, Switzerland. The organisation manages several initiatives, including REACH Initiative, which was created in 2010 to facilitate the development of information tools and products that enhance the capacity of aid actors to make evidence-based decisions in emergency, recovery and development contexts. The IMPACT team comprises specialists in data collection, management and analysis, GIS and remote-sensing. For more information visit: www.reach-initiative.org.

We are currently looking for a CCCM Assessment Specialist

Position:	CCCM Assessment Specialist
Contract duration:	Open-ended
Location:	Geneva with up to 60% of missions
Starting date:	ASAP

Under the supervision of the REACH Senior Manager (Cluster Unit), the Assessment Specialist will support the Global CCCM Cluster and REACH missions globally in improving and strengthening evidence-based humanitarian coordination. Specifically, the Assessment Specialist will be in charge of:

- Supporting national coordination platforms / REACH missions in the implementation of sector-specific assessment and analysis activities
- Facilitating national coordination platforms' participation in multi-sectorial assessment and analysis activities
- Strengthening assessment capacity of national coordination platforms, REACH missions and other relevant partners through capacity building
- Providing other remote or in-person support to national coordination platforms / REACH missions as required
- Supporting the development of CCCM sector-specific global assessment policies, resources and tools

1. SUPPORT SECTOR-SPECIFIC ASSESSMENTS AND ANALYSIS

Supporting national coordination platforms and REACH missions in the implementation of sector-specific assessment and analysis activities.

- Lead and provide guidance on assessment design, including the development of appropriate methodologies, indicators, tools and analytical frameworks.
- Support with data collection coordination and ensuring data quality meets highest standards.
- Lead and provide guidance on data analysis and output production (both secondary and primary data), including establishing analysis systems, drafting of assessment outputs.
- Support effective dissemination and usage of assessment findings, including through delivering presentations, mobilizing partners, ensuring synchronization with other areas of the HPC.

Terms of Reference

- Promote a broad participation of national coordination platforms' members at all the stages of the assessment process to create a broad sense of ownership.

2. FACILITATE MULTI-SECTORIAL ASSESSMENT AND ANALYSIS ACTIVITIES

Facilitating national coordination platforms' participation in multi-sectorial assessment activities.

- Map and follow up on relevant multi-sectorial assessments initiatives including MSNA, HSM, RRMP, DTM, and OCHA-led assessments, etc.
- Feedback, guidance and capacity building on multi-sector indicators, methodologies, tools and analysis frameworks to make sure data collected by these initiatives is relevant and harmonized with sector-specific information needs.
- Liaise with other relevant clusters, to enhance synergies among assessment activities of the different clusters.
- Represent national coordination platforms and REACH missions at inter-sector assessment fora, including IM and assessment TWIGs, workshops and meetings.

3. STRENGTHEN ASSESSMENT CAPACITY OF NATIONAL PLATFORMS AND PARTNERS

Strengthening assessment capacity of national coordination platforms, REACH missions and relevant partners through capacity building.

- Design, organize and deliver trainings on data collection to support the participation of partners in sector-specific assessment initiatives and facilitate the adoption of joint methodologies and tools.
- Design, organize and deliver trainings on assessment design and implementation to transfer assessment skills and knowledge both to REACH missions, partners and national coordination platforms' staff.
- Design, organize and deliver trainings on analysis, including of secondary and primary data, as well as for specific purposes as needed such as PiN and severity calculations.

4. PROVIDE SUPPORT TO NATIONAL COORDINATION PLATFORMS AND REACH MISSIONS

Provide other remote or in-person support to national coordination platforms and REACH missions to support their assessment activities as required.

- Provide technical advice and guidance on assessment design, including the review of methodology, indicators, tools and analysis frameworks.
- Support ad hoc analysis including implementation of Secondary Data Reviews (SDR) from data gathering to output production.
- Provide other support to other analysis processes as needed, in particular throughout the Humanitarian Programme Cycle (HPC) including identification of information needs, People in Need (PiN) and severity methodology and calculations, or for other cluster work such as strategy development.
- Review and feedback on information products produced by REACH and other implementing partners.

5. DEVELOP GLOBAL TOOLS AND GUIDELINES

Supporting the development of sector-specific global assessment policies, resources and tools,

- Develop and review toolkits, guidance, indicator/question banks, analysis tools and reference materials, etc. developed at global level to empower field assessment activities and mainstream best practices.
- Develop and review trainings and capacity building materials to support use of global tools and guidelines.
- Act as a facilitator for the sector-specific Community of Practice within REACH

REQUIREMENTS

Required:

- Master's degree in a relevant field (economics, statistics, data science, sociology, development / humanitarian studies, etc).
- Minimum 3 years (5 preferred) of experience in assessment, information management, monitoring and evaluation, or operational research.
- Minimum 3 years (5 preferred) of field experience in complex humanitarian crises.
- Proven track record of successful implementation of humanitarian assessments.
- Familiarity with the humanitarian coordination architecture and mechanisms.
- Excellent leadership and supervisory skills, ability to motivate and empower colleagues.
- Fluent English and good command of another language (French, Spanish or Arabic).
- Willingness to travel up to 60% of the time and with very short (72 hours) notice to crisis affected areas.
- Resilience to stress and ability to work under difficult conditions.
- Computer skills, including Excel and InDesign.

Desired:

- A good understanding of the humanitarian policy environment including latest assessment policies and standards.
- Experience in liaison with a broad range of stakeholders, ability to build relationships and networks with international donors, UN agencies and INGOs, national authorities, national/local partner agencies and affected communities.
- Excellent training, coaching and mentoring skills.
- Computer skills, including R and STATA.