

GLOBAL CASH & MARKETS ASSESSMENT SPECIALIST IN GENEVA, SWITZERLAND (HQ)

(Reference : 21/HQ/AS01)

Background on IMPACT and REACH

IMPACT Initiatives is a humanitarian think tank based in Geneva, Switzerland. The organisation manages several initiatives, including the 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 is comprised of specialists in research design; data collection, management and analysis; and GIS and remote-sensing. For more information, visit www.impact-initiatives.org and www.reach-initiative.org.

We are currently looking for a Global Cash and Markets Assessment Specialist to join our HQ team in Geneva, Switzerland.

Position: Global Cash & Markets Assessment Specialist

Department: Global Initiatives—Intersectoral Unit

Supervisor: Unit Manager, Intersectoral Programmes

Contract duration: Open-ended

Starting Date: October 2021

Location: Geneva, Switzerland

Position profile

Functions

Under the supervision of IMPACT Initiatives' Unit Manager for Intersectoral Programmes, the Global Cash and Markets Assessment Specialist will be responsible for supporting IMPACT's headquarters and field missions with the conceptualisation, design, development, and standardisation of all assessments related to cash and markets, in coordination with all HQ Research Department units, the REACH Head of Programs, and field missions. Through both remote and in-country support and coordination with other departments of HQ, the Assessment Specialist will pursue three general objectives:

- 1) To ensure that all field missions with planned or ongoing cash and markets assessments are implementing those assessments to the same high standards.

- 2) To ensure that REACH's standards for cash and markets assessments across missions fully take into account global guidelines and best practices.
- 3) To position REACH as a global leader within the field of cash and markets assessments, developing standardized tools, toolkits, and guidance documents that are used widely throughout the humanitarian community.

Specific objectives

- 1) **Development of standards, strategy, and relationships at the global level**
 - a. Lead the development of standard methodologies, guidelines, toolboxes, and output templates for key reproducible types of cash and markets assessments, which will codify IMPACT's internal standards as well as internal and global best practices.
 - b. Ensure that common standards for cash and markets assessments are adopted by all country missions as part of all relevant research cycles.
 - c. Contribute thematic expertise as needed to standards being developed for other types of assessments conducted throughout IMPACT, including Multi-Sector Needs Assessments (MSNAs), post-distribution monitoring and evaluation of CVA programmes, and others.
 - d. Build and maintain a cash and markets community of practice within IMPACT to serve as a resource for all staff working on cash and markets assessments.
 - e. Support the Senior Management Team in developing strategy governing the medium-term and long-term development of cash and markets research within IMPACT.
 - f. Maintain active links and partnerships with other departments throughout IMPACT that are involved with cash and markets research in various capacities, in particular the Research Department, the Programmes Department, and the Sectoral Unit.
 - g. Track all cash and markets research cycles and outputs across IMPACT, identifying research cycles of particular interest that can be spotlighted in IMPACT's communications and advocacy work.
 - h. Develop, maintain, and expand key relationships with external partners in the field of humanitarian cash and voucher assistance (CVA) and market-based programming, including the Cash Learning Partnership (CaLP), the Collaborative Cash Delivery Network (CCD), and the Markets in Crises Community of Practice (MiC).
 - i. Regularly represent IMPACT and REACH at meetings of the Global Cash Working Group, as well as at regional Cash Working Groups where relevant.
- 2) **Remote and in-country support to cash and markets assessments throughout IMPACT's areas of operation**
 - a. Provide surge support as needed, either remotely or in-country, to assist with and direct the implementation of key cash and markets-related research cycles in IMPACT's field missions,

including direct work on research design, tool development, template development, and output production.

- b. Provide technical support as needed, either remotely or in-country, to assist with the development of key cash and markets-related research cycles in IMPACT's field missions, including contributions to strategic planning, assessment conceptualisation, research design, tool and template review, and participation in key meetings.
- c. Review draft Terms of Reference (TORs) and outputs for key cash and markets assessments produced by IMPACT field missions in conjunction with the Research Department.
- d. Provide thematic capacity building as needed for IMPACT field staff and teams working on cash and markets assessments, including delivering induction sessions to new staff.

3) Development and maintenance of thematic expertise

- a. Remain fully up to date with the global discourse surrounding humanitarian CVA and market-based programming, researching key global methodologies and toolkits, reading key external reports and assessments, following online discussions, and attending training sessions and webinars as relevant
- b. Communicate any key developments in global standards or discussions to IMPACT field staff, conducting training sessions as necessary.

Requirements

- Excellent academic qualifications, including a master's degree in a relevant discipline (e.g. economics, statistics, international development);
- At least 4 years' experience working in diverse humanitarian settings required;
- At least 3 years' experience designing humanitarian needs assessments, including sampling methods, tool development, data cleaning and processing, and data analysis (quantitative and qualitative)
- At least 2 years' experience leading and implementing cash and markets-related assessments required;
- Previous coordination experience with external partners, particularly Cash Working Groups and other humanitarian cash and markets actors;
- Demonstrated ability to autonomously handle high-level external engagement;
- Excellent analytical skills;
- Excellent communication and drafting skills for effective reporting;
- Ability to innovate and develop new ideas;
- Ability to effectively consolidate and synthesise existing research and learning into standards, guidance, and toolkits;
- Ability to operate in a cross-cultural environment requiring flexibility;

- Excellent team management skills;
- Familiarity with the humanitarian aid system and understanding of donor requirements, in particular policy and practice regarding cash-based assistance modalities;
- Fluency in English required;
- Advanced XLSForm (ODK, KoBo) skills required;
- Advanced skills in Microsoft Excel required;
- Advanced skills in Adobe InDesign and Illustrator required;
- Ability to operate GIS software and develop R scripts is an asset.