

**ASSESSMENT SPECIALIST – WASH CLUSTER SURGE SUPPORT**

Ref: 23|HQ|AS02

**BACKGROUND ON IMPACT AND REACH**

IMPACT Initiatives is humanitarian NGO, 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](http://www.reach-initiative.org).

**We are currently looking for an Assessment Specialist**

**Position:** Assessment Specialist – Global WASH Cluster/Field Support Team

**Location:** Geneva-based with up to 60% of deployment time

**Duration:** 6 months

Under the supervision of the Global WASH Cluster (GWC) Field Support Team (FST) Manager, and under the technical management of the Deputy Global WASH Cluster Coordinator (Operational Support), the Assessment Specialist will support the GWC in improving and strengthening evidence-based humanitarian coordination. Specifically, the Assessment Specialist will be in charge of:

- Supporting national WASH coordination platforms in implementing sector-specific assessment activities
- Facilitating national WASH coordination platforms' participation in multi-sectorial assessment activities
- Strengthening assessment capacity of national WASH coordination platforms through capacity building
- Providing remote support to national WASH coordination platforms as requested
- Supporting the development of global WASH assessment policies, resources and tools

**1. IMPLEMENTATION OF SECTOR-SPECIFIC ASSESSMENTS****Supporting national WASH coordination platforms in the implementation of sector-specific assessment activities.**

- Lead the assessment design, including the development of appropriate methodologies, indicators, tools and analytical frameworks.
- Plan and coordinate data collection, define coverage, rationalize partners' contributions to avoid overlapping, and make sure that data is collected within agreed deadlines.
- Ensure data quality meets highest standards by tracking data collection progress, as well as reviewing and cleaning data submitted by partner.
- Leading data analysis and output production, including drafting of assessment factsheets, reports and other information products.
- Support effective dissemination of assessment findings, by producing media contents, delivering presentations, organizing ad hoc PR events.
- Promote a broad participation of national coordination platforms' members at all the stages of the assessment process to create a broad sense of ownership.
- Manage assessment-related finance, logistics, administration and transparency (FLAT), in compliance with ACTED and IMPACT FLAT procedures.

## 2. FACILITATE MULTI-SECTORIAL ASSESSMENT ACTIVITIES

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

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

## 3. STRENGTHEN ASSESSMENT CAPACITY OF PARTNERS

Strengthening assessment capacity of national WASH coordination platforms through capacity building

- Design, organize and deliver trainings and webinars on data collection to support the participation of partners in WASH cluster-led assessment initiatives and facilitate the adoption of the clusters' methodologies and tools.
- Design, organize and deliver trainings and webinars on assessment design and implementation to transfer assessment skills and knowledge both to partners and national coordination platforms' staff.
- Track and disseminate assessment capacity building opportunities organized by other clusters/organizations.

## 4. PROVIDE REMOTE SUPPORT TO NATIONAL COORDINATION PLATFORMS

Provide remote support to national WASH coordination platforms to support their assessment activities:

- Provide technical advice 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.
- Review and feedback on information products produced by REACH and other implementing partners.
- Design and deliver online trainings, clinics, webinars for National WASH coordination platforms in support of humanitarian needs assessments and humanitarian response plan development

## 5. DEVELOP GLOBAL TOOLS AND GUIDELINES

Supporting the development of global WASH assessment resources:

- Develop and review GWC toolkits, guidance, indicator/question banks and reference materials, etc. developed at global level to empower field assessment activities and mainstream best practices.
- Support inter-agency assessment initiatives, such as the Joint Inter-Sectoral Analysis Group, the WASH Severity Index, etc. providing technical input and representing the interest of the GWC.
- Stay abreast of new developments in humanitarian assessment, attend and represent the GWC at relevant assessment and IM fora.

## 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 language knowledge is an advantage.
- 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.
- Experience using mobile data collection software, such as Kobo toolbox.
- **Applicants must hold a valid work permit for Switzerland or be EU/EFTA citizens (you are required to include this information in your application).**

### 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.

## 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: **20/AS/GWC/GVA**

Deadline for application: **19 May 2023**

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

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