

CARE INTERNATIONAL ROSTER FOR EMERGENCY DEPLOYMENT (CI RED)

TERMS OF REFERENCE – FOOD SECURITY & NUTRITION

Purpose / Role

This position is responsible for assessment, response analysis, design and implementation of the food security and nutrition components of CARE's emergency response. S/he will need to co-ordinate with other CI RED team members and CARE staff, especially nutrition, logistics, health and technical sectors, to ensure a rapid, proportionate and effective response. S/he will need to ensure response to immediate food security and nutrition issues with simultaneous consideration of longer term needs and possible scenarios. Depending on the situation the specialist may need to take a very active role in technical co-ordination, support and advocacy with the country specific Food Security and Nutrition Clusters and other stake holders and technical agencies relevant to the sector.

Responsibilities and Tasks

1. Assessment

- Provide sectoral leadership and expertise in the assessment.
- Ensure integration of all nutrition aspects into food security during all stages including assessment, response analysis and implementation.
- Conduct initial rapid assessment of current situation in collaboration with local specialists and affected population; determine priorities and immediate activities and resources i.e. more detailed assessment versus need to address immediate nutritional and/or food security problems.
- Conduct thorough response analysis and recommend comprehensive and effective actions for response which may include both food and cash based interventions and recuperative programs to address moderate and severe acute malnutrition.
- Represent CARE to food security and nutrition clusters, stakeholders and Governmental and non-Governmental agencies (and military where present) for the purposes of the nutrition and / or food security aspects of the assessment.
- Assess in-country resources, human, material and financial for response with relevant staff and agencies and assist in capacity building of national staff.

2. Program Design

- Define aims and objectives of the overall nutrition and/ or food security program.
- Select and design most appropriate nutritional and/ or food security interventions based on the outcomes of assessments and the context.
- Develop gender analysis of both the external context to inform interventions and internal context to inform systems and structures such as food targets taking into consideration nutritional needs, and ensure gender balance within CARE's teams especially at field level.
- Ensure that issues of protection, gender, livelihoods, DRR and environmental impact, operation and maintenance are factored into the program design.
- Ensure CARE's guidelines and Sphere standards both qualitative and quantitative are considered and any departures documented.
- Work in close collaboration with broader Country Office programs to ensure that emergency interventions build upon and link in to longer term programming.
- Develop letters of intent, concept papers, budgets and proposals in respect of the above.

3. Response Management and Implementation

- Plan and manage program(s) in a phased and prioritised manner with full consultation and co-ordination with CARE staff and other agencies both governmental and non-governmental.
- Ensure gender is fully considered throughout the project cycle with women being enabled to influence decision-making around nutrition and /or food security issues.
- Organise with the Procurement, Commodity Management and Logistics Teams materials and support needed for all activities and guide the team on Local/Regional Purchase as required.
- Design and develop appropriate surveillance, monitoring and evaluation systems for nutrition and or food security interventions.

- Ensure early and rigorous implementation of quality and accountability mechanisms.
- Integrate M&E systems to support beneficiary accountability, donor reporting and CARE's Emergency protocols, performance metrics and organizational learning.
- M&E systems should reflect data on the current health and nutritional well being of the population being served. Data can be used from such sources as country office reports, OCHA and/or the UNHCR or similar health information system.

4. Information and Co-ordination

- Provide regular updates to CI RED Team leader and team on progress, priorities and constraints – verbally and in writing on an agreed frequency.
- Engage and follow up with CARE CI technical sector support staff
- Represent CARE to governmental and non-governmental groups as needed and agreed with the Team Leader.
- Support the implementation of, and represent CARE in, food security & nutrition coordination mechanisms.
- Brief updates and reports on sectoral activities/strategies to donors and other stakeholders.

5. Human Resources and Administration

- Coordinate and/or implement training and briefing of CARE staff and stakeholders on nutrition and/or food security issues.

Key Internal Contacts

CI RED Team Leader and other members of the CI RED team as appropriate
Senior Sector Specialist.

Key External Contacts

Other agencies and groups responding to the emergency, in particular those working in the nutrition and or food security sector.

Reporting lines

Reports to CI RED Team Leader or designate

Selection Criteria

Core Competencies

- **People Skills:** Ability to work independently and as a team player who demonstrates leadership and is able to support and train local and international staff and also able to work with disaster affected communities in a sensitive and participatory manner.
- **Communication Skills:** Well developed written and oral communication skills. Able to communicate clearly and sensitively with internal and external stakeholders as a representative of CARE. This includes effective negotiation and representation skills.
- **Integrity:** Works with trustworthiness and integrity and has a clear commitment to CARE's core values and humanitarian principles.
- **Resilience/Adaptability and flexibility:** Ability to operate effectively under extreme circumstances including stress, high security risks and harsh living conditions. Works and lives with a flexible, adaptable and resilient manner.
- **Awareness and sensitivity of self and others:** Demonstrates awareness and sensitivity to gender and diversity. Have experience and the ability to live and work in diverse cultural contexts in a culturally appropriate manner. Has a capacity to make accurate self-assessment particularly in high stress and high security contexts.
- **Work style:** Is well planned and organized even within a fluid working environment and has a capacity for initiative and decision making with competent analytical and problem solving skills.

- Knowledge and skills: knowledge of CARE policies and procedures, Sphere and the Red Cross/ NGO Code of Conduct. Requires general finance, administration, information management and telecommunication skills and proficiency in information technology/ computer skills.
- 3 – 5 years humanitarian aid experience.
- Multiple language skills desirable.

Technical Competencies required for this position are

- 3 years experience in the nutrition and/or food security sector applied in emergency response operations.
- All specialists must have a thorough understanding of the:
 - *Situation Analysis using the Integrated Food Security Phase Classification (IPC).*
 - *Program design using different modalities of Cash transfer and voucher programming*
 - *The Operational Guidance for Emergency Relief Staff and Programme Managers*
 - *Harmonized Training Package*
 - *CARE's EPP and Food Security specific Contingency Planning processes.*
 - *CARE HAF and Sphere Food Security and Nutrition Standards.*
- All Food Security & Nutrition specialists must be familiar with key donor relevant regulations including: FFP (e.g. Reg.11 and PA2M), OFDA (e.g. new guidelines), ECHO (e.g. single form & cash/voucher guidelines), and WFP.

While all specialists will need to have a good understanding of the linkages between food security and nutrition, they will usually have a focus on either food security or nutrition. Technical competencies for each are outlined below:

Food Security

1. Analysis

- Livelihood Analysis using either the HLS or HEA.
- An understanding of the Coping Strategies Index (v.2).
- Design and implementation of M&E and Early Warning systems.
- An understanding of the role of response analysis in the project cycle.
- Market Analysis using either:
 - participatory methods
 - Decision Tree Tool/MIFIRA
 - EMMA

2. Cash & Vouchers

- In depth understanding of implementing cash & vouchers responses
- Clear understanding of the potential risks of cash / voucher responses related to commodity price inflation and food access - as well as strengths.

3. Local / Regional Purchase

- In depth understanding of local / regional procurement of food aid in order to:
 - stabilize an existing commodity pipelines
 - address seasonal hunger gaps
 - provide a rapid emergency response.

4. Food Aid

- In depth technical understanding of the complexities of food aid management (warehousing, logistics, distribution).

Nutrition

1. Analysis

- Design and implementation of Representative Nutritional Surveys.
 - Analysis of the relative importance of food security and public health / maternal & child care in determining nutritional status including infant and young child feeding.
- Address the dietary needs of pregnant and lactating women and children under 5.

2. Global Acute Malnutrition

Moderate Acute Malnutrition

- In depth understanding of weaknesses of traditional approaches to addressing moderate acute malnutrition (based on the use of fortified blended foods), and the range of potential alternatives that support evolution of the sector.
- Be aware of current supplementary feeding and medical care requirements for children

Severe Acute Malnutrition

- Understand current therapeutic options and medical care requirements for children.

3. Public Health

- Supplementary Public Health interventions (e.g. promotion of breast-feeding in emergencies, immunization campaigns)

Link health and nutrition programming interventions were needed (e.g. mobile clinics, health tents, mother/baby friendly tents).

4. M&E

- Understanding of sector wide initiatives to improve M&E of interventions to address severe and moderate acute malnutrition

Ensure cross cutting health issues related to nutritional status are regularly monitored