

World Vision International

Employment Opportunity

Job Description

Location: Nairobi

Title: Project Coordinator ECB

GRADELEVEL: 15 IIPP

PURPOSE OF POSITION:

To facilitate the implementation of the ECB 2 project activities in the Horn of Africa, support all members of the consortium with smooth and effective collaboration and represent Horn of Africa ECB 2 consortium in global ECB project events.

KEY RESPONSIBILITIES:

To facilitate the implementation of the ECB 2 project activities in the Horn of Africa, support all members of the consortium with smooth and effective collaboration and represent Horn of Africa ECB 2 consortium in global ECB project events.

Mobilization and engagement of the Horn of Africa Consortium in the development of capacity building initiatives and roll out of emergency preparedness, response and disaster risk reduction activities.

Increased / improved capacity of ECB and IAWG member agencies to prepare and respond for /in an emergency

Meetings with ECB agencies, IAWG DRR sub working group, linking with the ACCRA and Climate Resilience Strengthening consortia, and working with ECB global DRR advisors on development on new initiatives and concepts to continue supporting DRR activities

Engagement of the Horn of Africa Consortium in the joint implementation of capacity building activities.

Enhanced capacity of emergency response personnel.

Roll out implementation of Staff Capacity Activities in line with IAWG TCBG workplans; working in partnership with People in Aid on behalf of ECB and IAWG to continue rolling out of staff Retention initiative in the region;

participate in TCBG planned conference / workshop on HHR in emergencies, and conduct emergency simulation training of trainers for ECB member agencies from ETH, UG and Somalia.

Sharing the learning across the humanitarian sector in the region about innovative capacity building activities.

Improved accountability and joint learning with regards to implementation of programmes.

Facilitation of joint evaluation of cash transfer programmes for Kenya ECB country coordination team, coordination with AIM global ECB advisors on assessment and evaluation methodology, and coordination with HAP International on standardization of a complaints / feedback mechanism for ECB partner agencies.

Engagement of external stakeholders (UN agencies, government bodies, local NGOs and other INGOs) in the implementation of ECB 2 activities.

Sharing of best practices and lessons learned within IAWG for East and Central Africa as well as onwards to global ECB consortia.

Meetings / teleconferences with ECB global stakeholders, agency manager and

project managers, participation in IAWG core group and sub working group meetings, and represent ECB at the IAWG events.

Continued promotion of ECB goals and to expand reach and learning outside the principal network of agencies, provide monthly reporting and updates to both ECB global communications manager and IAWG regional network, proactive exploration of potential regional partners and networks to assist facilitate ECB goals and objectives and conduct participatory consultations with key agencies and stakeholders on required technical assistance going forward in future programme years.

Early Warning / Early Action reporting for Africa.

Provide GC and partners with consistent monthly EW information in order to prepare and respond to upcoming programming requirements.

Liaising with NOs in Africa to compile and update their monthly EW information, review and editing of NO submissions in line with updates coming from other regional sources (IAWG, IRIN, etc), coordinating with technical units for feedback , input and review of monthly updates and dissemination of consolidated Africa report to all relevant units of WVI partnership.

KNOWLEDGE, SKILLS AND ABILITIES:

Degree in relevant field preferred. (International Relief, Development; Management)

A Minimum of 5 years experience in development/relief organizations

At least 2 years experience in working in emergency relief operations in the Horn of Africa preferred.

Strong skills and experience as trainer/facilitator.

Strong empirical knowledge of the humanitarian sector including humanitarian charters, laws and standards.

Commitment to partnership and networking, especially those outside of World Vision.

A Minimum of 5 years experience in development/relief organizations is preferred