

Food and Agriculture Organization of the United Nations

Terms of Reference for Consultant Category B *

Name:				
Job Title**:	Regional Pacific Food Security Cluster Coordinator			
Division/Departme	it: FAO SAP			
Programme/Project	Number:			
Duty Station:	Suva, Fiji / Apia, Samoa (or based remotely, ideally within the	ne Asia/Pa	cific R	egion)
Expected Start Date	of Assignment: 15 August 2021	Duratio	on:	3 months with possibility of extension
Reports to: Name	, Xiangjun Yao Amra Lee WFP	Title:	for th	regional Coordinator, FAO Sub-regional Office he Pacific Islands ram Coordinator WFP Pacific Multi-Country e
* Please note: If this T	OR is for Consultant / PSA.SBS contract, the minimum releval	nt experie	nce rea	quired for the assignment is as follows:

1 year for a category C 5 years for a category B 12 years for a category A

** Please enter a short title (max 25 chars) for this assignment.

GENERAL DESCRIPTION OF TASK(S) AND OBJECTIVES TO BE ACHIEVED

FUNCTION PURPOSE

The Food Security Cluster/Sector Coordinator (CC) is one of the core Food Security Cluster (FSC) Coordination team members and plays a vital role in ensuring timely, coherent and effective food security interventions by mobilizing stakeholders to respond in a coordinated and strategic manner to a humanitarian crisis. The role of the Food Security Cluster Coordinator, as set out in the IASC Generic Terms of Reference and the main core functions, is to lead food security coordination along with the support team (includes an Information Management Officer (IMO), but may vary according to country specific situation) and a wide range of stakeholders in:

- Supporting service delivery
- Informing strategic decisions of the Humanitarian Coordinator (HC) and Humanitarian Country Team (HCT)/Country Management Team (CMT)
- Coordinating, Planning, and implementing Cluster strategies, including contingency planning and preparedness
- Monitoring and Evaluating Cluster/Sector performance
- Building national and FSC members capacity in preparedness and contingency planning
- Advocacy
- Accountability to affected people

The Food Security Cluster/Sector Coordinator will work impartially with all members of the rPFSC and represents the group as a whole, and not a specific agency. S/he will work closely with the UN Humanitarian/Resident Coordinators and the Office of Coordination of Humanitarian Affairs (OCHA) or their designated official as required.

REPORTING LINE

Under the general supervision of the FAO Sub-regional Coordinator for the Pacific Islands and the Director of WFP's Pacific Multi-Country Office, the direct supervision of the FAO Emergency & Resilience Expert, and WFP Program Coordinator, the regional Pacific Food Security Cluster (rPFSC) Coordinator will undertake the duties described below.

KEY RESPONSIBILITIES AND TASKS:

1. Lead and coordinate the rPFSC. This will include:

 Facilitate regular (depending on situation) rPFSC meetings, bringing together representatives from national clusters, UN agencies, NGOs, donors and research institutions to share information and align approaches and activities. Liaise with other regional cluster co-leads inperson and remotely.

- Work closely with the regional Pacific Information Management Officer (IMO), and FAO and WFP cluster focal points to collect, collate and analyse food security related activities across the 14 Pacific island countries which fall under the remit of the Resident Coordinator's Office (RCO) Samoa and RCO Fiji,
- Related to above the role will work closely with the following stakeholders to ensure protection, gender, disability and persons from diverse Sexual Orientation and Gender Identities (SOGI) are adequately integrated into the work of the cluster and partner activities including assessments, monitoring, reporting and programming (Regional Pacific Protection cluster, Pacific Disability Forum, Rainbow Pride). Specific activities include but are not limited to:
- Together with the rPFSC IMO, Gender Expert and other relevant actors mentioned above, compile and coordinate food security, agriculture and livelihood gender sensitive and sex, age and disability disaggregated assessments related to the impact of COVID-19 across the Pacific.
- Support the production of rPFSC infographics and newsletters, which are to be released on a regular basis.
- Support development of gender sensitive emergency including COVID-19 and disaster response and recovery plans.
- Establish a clear gender, age and disability sensitive monitoring and reporting framework for rPFSC partner activities including relevant response and recovery plans, as need
- Actively participate in inter-cluster / cluster coordinator meetings, providing updates and inputs from regional food security partners and national food security partners. Share information gathered through these meetings with rPFSC coordination team and cluster partners, as appropriate.
- Maintain regular communications with the global Food Security Cluster (gFSC), attend relevant gFSC webinars and meetings provide information for global reports, as requested and support gFSC initiatives
- Undertake advocacy and resource mobilization on behalf of the FSC partners in a neutral and impartial manner. Engage different country
 based pooled funding schemes processes (identification of needs and required interventions, due diligence, review of projects, monitoring
 of implementation of project, etc.).
- Identify capacity gaps and needs and provide training and capacity building opportunities to FSC partners
- Undertake planning and strategy development by contributing to the HRP and lead the process for the FSC through coordinating the design of the response strategy and logframe, in consultation with the cluster partners.
- Coordinate closely with the Pacific Regional Cash Working Group and establish and maintain other Technical Working Groups as needed including assessments, specific emergencies (eg Cyclone response).

2. Support active national-level food security and agriculture/livelihood clusters (currently Fiji, Vanuatu, Solomon Islands, Samoa and Tonga). This will involve:

- Communicate with active national food security clusters on a semi-regular basis.
- Support national food security clusters to develop and achieve their annual work plans.
- Support active national food security clusters to deliver gender sensitive emergency preparedness activities, DRR initiatives and long-term resilience activities to support food systems and the food security of communities in the Pacific.
- Respond to requests for support from national clusters, particularly related to disaster preparedness and response.
- Support facilitation (in-person) of the Fiji Food Security and Livelihood Cluster (FSLC) / Samoa Food Security Cluster including updates to cluster ToRs/SOPs and integration of cluster line ministries, as per direction and guidance provided by the FSLC.

3. Supervise the rPFSC Information Management Officer

Minimum Requirements

Education: Advanced university degree in food security, agriculture, economics, humanitarian affairs or related field.

Experience:

- At least five years of progressively responsible professional experience in food security sector/cluster management, emergency response, emergency assistance, and/or strategic/operational aspects of national, bilateral or multilateral food aid.
- Willingness and ability to work in difficult environments, in often stressful time- critical situations
- Experience in coordination of multiple stakeholders. Formal training in Cluster/Sector coordination or previous Cluster/Sector experience is a plus.
- Experience in the Pacific Region is highly desirable.

Languages: Proficiency in English and knowledge of another official UN or regional language desirable

KEY PERFORMANCE INDICATORS

Expected Outputs:		Required Completion Date:
•	The rPFSC is inclusive and well-coordinated through regular meetings, satisfaction survey results, info products and meeting minutes Minimum of five national-level food security clusters supported through regular	End of assignment
•	engagement, clear ToRs and annual workplans	5
•	Response and recovery plans, and other relevant documents are prepared in a timely manner and are consistently of high quality	End of assignment
•	Monitoring and evaluation framework developed for rPFSC including guidance note for monitoring food security interventions	End of assignment