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<b>JOB TITLE:</b>	<b>Information Management Officer for Food Security Cluster</b>
<b>TYPE OF CONTRACT:</b>	<b>Consultancy</b>
<b>UNIT/DIVISION:</b>	<b>Programme</b>
<b>DUTY STATION (City, Country):</b>	<b>Niamey</b>
<b>DURATION:</b>	<b>3 months</b> (extendable)

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## **BACKGROUND AND PURPOSE OF THE ASSIGNMENT:**

This recruitment meets the need to strengthen food security coordination priorities in general and the collection, analysis and the sharing information that is important for the cluster stakeholders to make informed, evidence based and strategic decisions. The deterioration of the security and humanitarian situations in Niger and bordering countries require an enhanced level of preparedness and response capacities from WFP and its partners. The declaration of a regional (Burkina Faso, Mali, Niger) L3 in September 2019 has put additional workload in term of reporting and coordination requirements. The COVID-19 outbreak has negatively impacted the food and nutrition situation in the country with an increase of the number of the population in need of emergency food assistance. The government and its partners have elaborated an intervention plan including health, food security and nutrition, macroeconomy and social protection. WFP is supporting the government to enhance and expand a shock-responsive social protection system in close collaboration with World Bank, UNICEF and other stakeholders. WFP is implementing a 5 years country strategic (2020-2024) plan with a strong coordination and capacity building component. This recruitment will also support the ongoing effort to liaise and communicate with a wide range of stakeholders and acts as a 'bridge' between food security decision makers and technical information management (IM) staff. In addition the ability to design (and/or adapt) the right tools to collect and analyse data as well as to present information in a way that is easily understood by the FSC members, and external audience (i.e. graphic means such a mapping but also through tables, charts, and narrative writing).

## **ACCOUNTABILITIES/RESPONSIBILITIES:**

1. Provide IM services to the FS Cluster for key decision making, including data collection, cleaning, collation, analysis and dissemination processes relevant to the needs of the cluster;
2. Support in building local and international partners capacity on cluster reporting tools;

3. Support in the finalization of the information management strategy for the cluster, in coordination with partners and IM focal points;
4. Liaise with OCHA, DNP/GCA and IM Focal Points in other clusters – share information as appropriate and identify and gather information from other clusters which can inform Food Security response and preparedness decisions;
5. Assist in the roll out of the FS Cluster revised ToRs;
6. Assist in providing guidance and support to the Diffa FSC working group and other sub-national working groups;
7. Attend inter-agency or other coordination mechanisms, as a representative of the FSC, and provide inputs as required;
8. Contribute to the HNO and co-lead the process for the FSC through identification of needs, severity, geographical scope, and Persons in Need, with the support of the WFP VAM and in consultation with the cluster partners;
9. Undertake planning and strategy development by contributing to the HRP and support the process for the FSC through coordinating the design of the response strategy and logframe, in consultation with the cluster partners and the financial monitoring for cluster activities (FTS);
10. Contribute to establish and maintain appropriate humanitarian coordination mechanisms: ensure inclusion of key partners at national and sub-national level, organize regular cluster meetings, as required.
11. Ensure timely, inclusive and regular information sharing and discussion with the cluster partners through various modalities including cluster meetings, email dissemination of cluster products (dashboards, maps, assessments, etc.). Ensure monitoring of the response implementation and reporting (including capitalization documents)
12. Ensure mainstreaming of cross-cutting and cross-sectoral issues (e.g. gender, age, HIV and AIDS, human rights, disability, environment, early recovery, protection, nutrition) and appropriate participatory and community-based approaches in cluster/inter-cluster needs assessments, analysis, planning, implementation and monitoring
13. Ensure the development, endorsement by CLA and dissemination of regular food security reports (Sitreps, Bulletins, newsletters, etc.)
14. Participate in various coordination forums including Inter-cluster, technical working groups (e.g. Cash WG) and other relevant clusters, especially Nutrition, WASH, Health, and Protection
15. Support the capacity building of WFP staff, partners and national government to prepare for and respond to food assistance needs;
16. Build capacity to a national identified staff for an appropriate handover
17. Any other duties required

## DELIVERABLES AT THE END OF THE CONTRACT:

Regular coordination meeting of the Food Security Cluster (FSC) and minutes;  
Finalization of IM strategy for the FSC ;  
Food Security needs analysis and response plan ;  
Food Security Cluster/Sector workplan with key deliverables  
Follow up of the implementation of the new TOR of the FSC;  
Finalization of FSC strategy within context of L2/3 emergency;  
Handover report with shared folder with documents at the end of the assignment

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## QUALIFICATIONS & EXPERIENCE REQUIRED:

**Education:** Degree-level qualification or equivalent. Preferably, the degree should be in a relevant field or discipline such as Food Security, Agriculture, geographic sciences, humanitarian affairs, political science, Information Technology, Information Systems, Engineering, or Communications although experience can replace qualifications.

Willingness and ability to work in difficult environments, in often stressful time- critical situations

**Experience:** Minimum 3 years of professional experience in humanitarian/development or in relevant areas.

**Knowledge & Skills:** MS Office package or similar software

**Languages:** Fluency in French and English required.

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Les candidatures sont à envoyer à l'adresse email suivante :

→ **[gfsc.applications@fscluster.org](mailto:gfsc.applications@fscluster.org)**