

# Job Description

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Position Title: Cash Working Group Technical Co-chair

Location: Maiduguri, Borno State, Nigeria

Position Type: Regular

Department: Nigeria

Reports to: CRS Emergency Coordinator

Purpose

To work with humanitarian actors in NE Nigeria for the development of a community of practice around cash transfer programming and building capacity of interested parties. To harmonize approaches, build evidence and best practice in country through sharing of experience and contribute to national and global learning.

The co-chair drives collective progress and provides technical expertise for jointly agreed priorities established by the cash working group, considering their collective views and seeking to achieve consensus and collaboration by the group. In line with member expertise and interest, other agencies may be designated to lead on activities. Depending on the collective agreement by the CWG members and needs on the ground, activities may include the following:

- Establish regular technical exchange with CWG members with a view to promoting an inclusive and transparent decision-making process;
- Develop and support, whenever possible, harmonized tools, approaches and procedures in CTP, including the harmonization of vulnerability criteria, transfer values, modalities of payment, assessment and monitoring activities;
- Collaborate on joint assessments, planning, targeting and monitoring, when necessary;
- Ensure beneficiary involvement, accountability and transparency in CTP;
- Highlight cash and voucher transfer interventions that are most likely to be effective in each situation, drawing upon lessons learned and examples of good practice for rapid and appropriate response;
- Build CWG capacity through formal trainings, learning events and continued sharing/exchange of practical learning;
- Encourage collective negotiations with service providers for effective cash and voucher programme delivery;
- Identify and advocate for opportunities to link emergency cash transfer projects with longer-term support to social transfers as part of social protection strategies, potentially significantly strengthening CTP preparedness at the State level.
- Document cash-based experiences and maintain a repository of information, learning and reference resources.
- Ensure organizations' cash based programming are accurately represented across all sectors in the 5w
- In coordination with OCH support the development of the Cash Based Grant section of the Humanitarian Response Plan (HRP)

Additionally, the following are key activities, tasks, and responsibilities that need to be completed by the end of the assignment.

### Key Tasks & Responsibilities

#### 1. Co-chair cash coordination and a community of practice

In coordination with the OCHA CWG Co-chair, work with organizations involved with cash/market based interventions. As the NGO counterpart, co-chair the technical working group and represent this working group in relevant cluster meetings (food assistance, shelter, health, etc.) and other external fora. Facilitate and maintain a community of practice in country through information sharing, guidance, advice and exchange of technical support. Promote cash-transfer programming in the country.

#### *Deliverables:*

- a) Identify viable options for cash transfer mechanisms in NE Nigeria with details on costs and operational requirements (ex. lead time between submitting beneficiary lists and payments).
- b) Manage the technical aspect of coordination through meeting management as well as partner and stakeholder follow-up on pending issues from partners.
- c) Presentations in clusters and other relevant external fora. Develop context specific tools on cash- and voucher transfers and support other NGOs in using these tools
- d) In coordination with active stakeholder, develop a Financial Service Provider (FSP) expansion strategy to support the transition from voucher programming to multi-purpose cash programming as appropriate
- e) Support collaboration amongst CWG group members to identify areas of improvement to more efficiently and effectively program markets based interventions

#### 2. Capacity Building & Learning

Identify capacity building needs through ongoing engagement with CWG member organizations and build capacity in cash transfer programming through conducting at least 2 basic trainings for CTP practitioners.

#### *Deliverables:*

- a) Determine learning event needs and facilitate the planning and implementation of learning events
- b) Identify capacity building needs, facilitate the development of priority training needs in collaboration with the partners and cross-sector leads.
- c) Follow up with participants of trainings on the utilization of knowledge gained and identify local “cash/voucher experts” for a continuation of cash coordination.

#### 3. Research & Advocacy

Keep an overview on market functionality and elasticity in NE Nigeria. Gather information on the impact of in-kind programming versus voucher programming versus cash-based

programming. Advocate for market based programming where this is considered most appropriate based on evidence.

*Deliverables:*

- a) Facilitate the sharing of project evaluation information across CWG actors to in an effort to identify trends in best practice and areas for improvement across market based programming.
- b) Evidence of impact of in-kind programming versus voucher programming vs cash programming with advocacy for market based programming where this is considered most appropriate.
- c) Provide information to and gain information from donors, Government and the corporate sector to facilitate funding opportunities for cash learning and interventions.