

Terms of Reference

Cash & Markets WG Coordinator - Libya

MISSION LOCATION

Libya – operating from Tunis, Tunisia until return to Libya possible

DURATION

Twelve months

OPERATIONAL CONTEXT

The Libya crisis continues to present challenging circumstances for the international humanitarian actors (approximately 10 UN agencies and 12 INGOs and 3 RC/RC) who for the most part operate remotely due to security constraints. With an underfunded operation (HRP 17% as of June 2017), the humanitarian community is balancing the needs of the Libyans (displaced and non-displaced) who are seeing a decline in health standards and access to basic needs and services, with the large non-Libyan population (refugees, asylum seekers and migrants). On top of this, the context is highly politicized (both internationally and locally), with distinct geographical differences between the East, West and South. More details available [here](#).

The [Libya Cash & Markets Working Group](#) (CMWG) was established in August 2016 to support the humanitarian sector operations to all affected populations in Libya¹. It is a community of practice of humanitarian actors (CMWG Members) that follows CaLP's approach to cash coordination. The CMWG is currently led by UNHCR and co-led by ACTED. The CMWG is led by a Steering Committee (UNHCR, ACTED, DRC, Mercy Corps, CIR & IOM) with currently 14 UN & INGOs (more than half the int. humanitarian community) meeting regularly in Tunis, including sector leads & co-leads of Shelter, Protection, WaSH, Food Security and Mixed Migration. CBI is currently only being implemented by DRC, ACTED & CESVI with the support of UNHCR, but double the numbers of actors are exploring the possibilities.

Many CMWG members continue to have differing levels of experience and capacity to implement cash-based programmes. It is important to continue to harmonize responses and ensure that activities are complementary, appropriate to the current operating environment and of an acceptable technical quality. Strategic priorities and actions are captured in the CMWG [Strategic Framework & 2017 Workplan](#)

AIM OF THE MISSION

CMWG Coordinator responsibilities will be 80% coordination and 20% UNHCR CBI programming. Together with the CMWG Coordination Officer the CMWG Coordinator will work closely with UNHCR Cash & Markets Expert (being recruited for start in September) and the UNHCR Operations Team.

MISSION OBJECTIVES

- Provide inter-agency secretariat functions and support to strategic level decision making at the level of the CMWG Steering committee.
- Provide inter-agency leadership to the regular CMWG, the technical body dealing with coordination of cash activities
- Ensure close collaboration with relevant sectors and partners on cash related issues, including
 - Advocacy for market-based programming, where appropriate, based on evidence (incl. impact of in-kind vs. cash based) within clusters and as inter-cluster or cross-sector work;
 - Ensure support to chairs and co-chairs of thematic CMWG Taskforces (e.g. markets, technical guidelines);

¹ Including IDPs (displaced and recently returned), host communities, refugees and migrants.

- Integration of cash transfers (where relevant) and facilitate/develop and inter-agency/sector CTP strategy exploring all options for cash, vouchers and cross-cluster collaboration.
- Explore and identify options/risks for better linking humanitarian cash (multipurpose cash) into the existing government social protection system
- Establish and support field-based cash coordination of UNHCR and other partners.
- Liaise with the authorities, where appropriate, on acceptance and use of cash transfers for emergency assistance and recovery activities, in coordination with humanitarian and recovery partners – including understanding existing government approaches to CTP (e.g. social protection)
- Map activities, provide guidance, address challenges, circulate best practices, develop regular reports and establish lessons learned on behalf of the larger cash transfer community, for all types of cash.
- Ensure information-sharing and problem-solving within the diverse, multi-sectoral cash transfer modalities utilized by humanitarian actors in Libya;

RESPONSIBILITIES

- Provide technical support and foster harmonization for different types of cash/vouchers programming;
- Facilitate and maintain a community of practice for cash transfer programming in Libya through information sharing and mapping (3W or similar), guidance (through the development and promotion of existing cash SOPs), advice and exchange of technical support – including capacity building where needed.
- Coordinate and support CMWG specific capacity building activities at individual and group levels.
- Continue to ensure harmonized approaches and technical support for the following:
 - Analysis of a minimum expenditure basket (MEB) of assistance for multipurpose cash transfer values and support to other design components for all types of cash
 - Mapping of financial service providers for cash delivery
 - Streamlining or harmonizing where possible cash delivery mechanisms
 - Support joint CMWG market analysis and market monitoring
 - Development and promotion of common tools (e.g. post distribution monitoring)
- Monitor implementation of cash modalities, ensuring lesson learning and dissemination of findings.
- Support the adjustment or revision of any large-scale coordination tools (HNO and HRP etc.) to ensure they are able to support the use of CTP.
- Support assessment processes including market analysis; participate in assessments as necessary and ensure cash is an integral part of all multi sectoral assessments as appropriate
- Support discussions about the transition to recovery and the role cash may play in this, promoting and developing relevant cash recovery modalities
 - Help define and set up 'phase out strategy' for the most vulnerable beneficiaries starting in 2018, with the ultimate aim of identifying sustainable support structures beyond cash-based interventions
- Other tasks prioritized by the CMWG Steering Committee to fulfill the CMWG [Strategic Framework & 2017 Workplan](#)

PROFILE

Experience

- A minimum 5 years of relevant professional experience, including at least 2 years of field based programming experience.
- Proven knowledge and skills in the designing, testing and implementing of cash-based programming SOPs and technical guidance, including operational experience with global guidelines and toolkits on cash and market programming.
- Experience of financial institution/delivery mechanism mapping and assessments.
- Experience of market assessments, market analysis and monitoring.
- Understanding of monitoring requirements and accountability for cash-based programming.
- Experience in cash-based programming being used for sectoral objectives (protection, shelter, health, food security, WASH, livelihoods, education etc.)

Essential requirements

- a) An advanced university degree in International Development, Political Science, Economics, Social Sciences, Business Administration or in any other related discipline. ^[1]_[SEP]
- b) Excellent knowledge of English (oral & written) is a requirement, while knowledge of Arabic is an advantage. ^[1]_[SEP]

Personal Characteristics

- a) Analytical skills with respect to context, technical options and application of best practice within the operating environment.
- b) A motivated, enthusiastic person who is able to quickly integrate into new contexts, has excellent time management skills and proven ability to coordinate and build consensus with non-expert audiences.

Desired:

- a) Experience working in remote management contexts
- b) Experience in short-term/output-based missions
- c) Experience in market assessments, market analysis and/or cash and voucher feasibility assessment.
- d) Prior work experience in North Africa
- e) Experience in a refugee or mixed displacement context, including urban settings.
- f) Previous work experience with humanitarian Cash Working Groups