



Increasing Impact Through Collective Action

We believe people in crisis have the right to assistance
We believe, in the right conditions, CVA is the best way of supporting people in crisis
We believe CVA offers dignity, choice and the right to self determination
We believe in collective action

Role Title

Learning Development Coordinator

Role Purpose

The Learning Development Coordinator leads the strategic development of CALP’s training agenda, ensuring reach and maximising impact, promoting integration of CALP materials and other CVA resources into humanitarian courses and standards. The post holder, sitting within the Policy, Evidence and Learning team, works collaboratively across CALP, with member organisations and external institutions, to ensure CALP-branded learning content sets the quality standard for CVA.

CALP Purpose

CALP is a dynamic global network of over 90 organisations engaged in the critical areas of policy, practice and research in humanitarian cash and voucher assistance (CVA) and financial assistance more broadly. Collectively, CALP members deliver the vast majority of humanitarian CVA worldwide.

We envision a future where people are enabled to overcome crises with dignity, by exercising choice and their right to self-determination.

The purpose of the CALP Network is to maximise the potential that humanitarian CVA can bring to people in contexts of crisis, as one component of broader financial assistance. To do this we catalyse the power, knowledge and capacities of our diverse global network, alongside other local, national, regional and global actors, all of whom are seeking to secure better outcomes for people living in crisis contexts. Our role as a collective is to generate alignment in the approaches and actions of those within and across our network, in order to help optimise the quality and scale of humanitarian CVA.

What makes CALP unique is its diversity. CALP members currently include local and international non-governmental organisations, United Nations agencies, the Red Cross/Crescent Movement, donors, specialist social innovation, technology and financial services companies, researchers and academics, and individual practitioners.

As a CALP team, we work with and for the CALP Network – keeping our vision front and centre. Working impartially, we engage with the network to generate evidence, we facilitate dialogue, we challenge and question, we draw together good practices and promote their uptake. We play a key role in creating the

impetus and means for thought leadership and convene network members to generate futures-thinking agendas. We mobilise the membership and the wider network to look for collective solutions to collective problems.

How we aim to work as the CALP team

We strive to work collaboratively with the network and as a team. All of us, in some way, influence, communicate, manage knowledge, share learning and administer to get things done.

We work as one team and in many sub teams, we also create task teams to drive forward specific activities and then disband them when the job is done. Many teams are largely self-organising, agreeing ways of working that make sense for the task at hand with devolved decision-making that gives us space to act to meet our own responsibilities.

This way of working can take time to get used to, it's not perfect and we're constantly seeking to strengthen it. This fluidity and team work brings huge benefits, in that it allows us to remain agile, explore, learn as we go, adapt further and get better at what we do, in service of our goals.

Role grade:	OGB – C Or equivalent if hosted by NRC or ACF
Management support line:	Head of Policy, Evidence and Learning
Management support for:	None
Budget responsibility:	Yes
Key Accountabilities:	<ul style="list-style-type: none"> • Lead the strategic development of CALP's approach to learning and training, maintaining CALP's core courses as the 'gold standard' whilst further increasing accessibility and use. • Oversee the development of CALP learning and training resources, ensuring they are regularly updated, based on the latest evidence. • Build partnerships and develop approaches that substantially increase the number of people who access and complete CVA courses, thus maximise reach and impact. • Work with Regional teams to establish partnerships with academic and training institutions to facilitate and promote the integration of CVA learning and training resources into relevant courses. • Develop strategies to increase the reach of CALP's e-learning courses and resources, working in collaboration with the communications and regional teams. • Engage with the learning and development teams of member organisations to promote the use of CALP training resources, providing briefings and explore opportunities for collective action. • Lead the development of CALP's approach to course certification and the accreditation of trainers.
Essential Technical Skills, Experience & Knowledge	<ul style="list-style-type: none"> • Qualified learning and people development professional

	<ul style="list-style-type: none"> • Experienced practitioner, skilled at developing innovative approaches to enhance learning. • Qualification in an appropriate technical field (Masters or equivalent) or equivalent level of professional experience. • Ability to develop quality learning and training materials and methods. • Ability to forge strong partnerships and be influential across a breadth of stakeholders • Excellent presentation and facilitation skills. • Proven strategic thinker. • Cultural sensitivity and ability to work in a multi-cultural and multi-sectoral team. • Strong written and verbal communications skills in English, with the ability to write clearly and succinctly for a wide audience. • Strong project management and monitoring skills. • Good understanding of humanitarian assistance
Desirable attributes	<ul style="list-style-type: none"> • Written and verbal communication skills in Arabic, French or Spanish • Experience of working in a virtual network or remote team • Well-developed understanding of Cash and Voucher Assistance (CVA) in a humanitarian setting
<p>Role profiles are living documents, and aren't an exhaustive list of things to do. The role may require other reasonable duties. As with everything, flexibility is the name of the game.</p>	

Last updated: 20 December 2021