



UN World Food Programme – Lebanon
JOB ADVERTISEMENT
VACANCY ANNOUNCEMENT NO. VA-12/2023

Post Title:	Cash Coordination Advisor
Contract type:	Consultancy
Post Grade:	CST
Duty Station:	Beirut Country Office
Duration:	11 months
Date of issue:	03 May 2023
Closing Date:	17 May 2023

WFP Lebanon encourages female candidates and people with disabilities to apply.

WFP seeks candidates of the highest integrity and professionalism. Selection of staff is made on a competitive basis. WFP does not charge a fee or request bank details at any stage of recruitment process. We are committed to diversity and inclusion within our workforce and encourage all qualified candidates to apply irrespective of religion or belief, ethnic or social background, gender, gender identity, and disability.

يبحث برنامج الأغذية العالمي عن موظفين لديهم درجة عالية من النزاهة والمهنية. يتم اختيار الموظفين على أساس تنافسي. لا يتقاضى برنامج الأغذية العالمي أي رسوم ولا يطلب أي معلومات مصرفية خلال أي مرحلة من مراحل التوظيف. نحن ملتزمون بالتنوع والإشراك ضمن القوى العاملة ونشجع جميع المرشحين المؤهلين على تقديم الطلبات بغض النظر عن دينهم، معتقداتهم، خلفيتهم العرقية أو الاجتماعية، جنسهم، هويتهم الجنسية أو إعاقتهم.

- WFP Lebanon offers flexible workplace arrangements upon prior approval.
- Our premises are accessible, and we are committed to accommodating any required reasonable accessible needs to remove barriers in the workplace.
- Only shortlisted applicants will be contacted.

Position deadline:

This position will close on 17 May 2023, 11:59 PM Rome time.

Organizational Background:

Assisting more than 115.5 million people in 120 + countries each year, the World Food Program (WFP) is the leading humanitarian organization saving lives and changing lives, delivering food assistance in emergencies, and working with communities to improve nutrition and build resilience.

As the international community has committed to end hunger, achieve food security and improved nutrition by 2030, one in nine people worldwide still do not have enough to eat. Food and food-related assistance lie at the heart of the struggle to break the cycle of hunger and poverty.

WFP Lebanon provides humanitarian assistance to over 2 million vulnerable persons for food and other essential needs through cash-based transfers and in-kind food. WFP Lebanon also provides food assistance in the form of snacks and fresh food to school aged students and promotes resilient livelihoods and sustainable food systems. In addition to direct assistance to the most food insecure and vulnerable people, WFP also supports government institutions, partners, and other entities to strengthen their capacity to deliver social assistance

To know more about WFP's mission, please check the below video:

<https://www.facebook.com/WorldFoodProgramme/videos/10154930622760178/>

Organizational Context:

The Cash Coordination Advisor enables predictable, effective and accountable cash coordination. They support coordination efforts in the Cash Working Group (CWG) and the Strategic Task Force on Cash, engage actors delivering (or interested in delivering) cash assistance, facilitate technical and operational discussions, enable agreement and encourage the harmonization of approaches. They are impartial, unbiased, objective and neutral to promote that programmatic and operational priorities are commonly identified and agreed by CWG members in the response and are integrated in the wider response. This should be done by taking respectful consideration of different views and concerns, mandates and capacities, seeking to achieve common ground for a collective cash response while contributing technical as well as coordination expertise. The Cash Coordination Advisor is guided by the needs of affected people and operational cash actors' requirements. They support CWG co-chairs with technical guidance and ensure close links and a close information exchange between the CWG, sector coordinators (including through relevant inter-sectoral groups), as well as the Humanitarian Country Team, the UN Country Team and the Strategic Task Force on Cash, for which they act as a technical advisor to the Resident Coordinator as chair of the Task Force.

Job Purpose:

The Cash Coordination Advisor will provide technical and expert cash coordination advice to the office of the Resident and Humanitarian Coordinator. This position supports and reports to the OCHA Head of Office on matters related to humanitarian cash coordination and the CWG, and to the Resident Coordinator's Office (RCO) on matters related to other cash coordination issues. The Cash Coordination Advisor will also serve as secretariat to both the Cash Working Group and the Strategic Task Force on Cash.

Duration of Assignment:

The Consultant will be contracted for an initial term of 11 months. The contract may be extended based on business need and satisfactory performance.

Key Responsibilities (not all-inclusive, nor exhaustive):

The Cash Coordination Advisor's responsibilities fall under the main areas of coordination and facilitation of technical discussion and knowledge and information management regarding cash assistance programmes in Lebanon. Under the delegated authority of the Resident Coordinator and the OCHA Head of Office, the Cash Coordination Advisor will be responsible for the following duties:

Enable Cash Coordination and Facilitate Technical Discussion

- Establish and maintain contacts with government officials, other UN agencies, non-governmental organizations, diplomatic missions and others on issues related to humanitarian cash assistance.
- Develop a CWG TOR and a work plan that reflects key priorities identified by CWG members.
- Facilitate meetings and enable technical discussions, circulate minutes and ensure action points from meetings are followed.
- Maintain a mailing list of interested and operational cash actors in a transparent manner, ensuring participation of both national and international partners.
- Facilitate technical and operational discussions between members on topics related to cash assistance, including via technical Task Teams.
- Support multiple/ diverse approaches, respecting CWG members' mandates and capacities.
- Promote and advocate for coherent, comprehensive and/or harmonized approaches like common mechanisms, joint, collaborative or complementary approaches.
- Facilitate the development of standard and easy-to-use tools and guidance.
- Liaise with sector working groups to ensure complementarity and alignment and avoid overlaps between sector cash assistance and multi-purpose cash assistance (MPCA). Engage relevant stakeholders to enable coherence and contextualization of the cash response, links between humanitarian and development action and nexus approaches.
- Provide inputs on cash matters to all relevant response planning frameworks.

- Facilitate and support as required activities related to technical cooperation and technical assistance regarding cash programming in Lebanon, including from an early warning and preparedness standpoint.

Ensure Reporting, Knowledge and Information Management

- Ensure reporting and information management services are provided to CWG members. Request reporting of activities from operational cash actors with practical easy-to-use tools.
 - Monitor, analyze and report on humanitarian cash developments and cash programmes in Lebanon. Map and provide regular analysis on the delivery of cash assistance across the response, including on the implementation setup.
 - Promote coverage of cash assistance through information sharing and gap analysis.
 - Enable a community of practice to document evidence-based practices and lessons learned and help ensure that latest cash-related findings, lessons learned and policy guidelines are incorporated into humanitarian and emergency cash assistance programmes, including gender-related considerations.
 - Compile evidence to inform interventions and contribute to regional/ global learning. Disseminate relevant lessons learned from other countries to operational cash actors.
 - Coordinate preparation of relevant position papers, studies and inter-agency response plans regarding the use of cash assistance in the Lebanese context.
 - Support capacity and knowledge needs of members, sectors, local and national actors.
- Perform other related duties as required.

Standard Minimum Qualifications:

Education: Completion of university degree in International Development, Humanitarian Affairs, Economics, Social Sciences or a related field.

Experience: At least five (5) years of experience in sectoral or multi-sectoral cash programming in humanitarian or development settings. Demonstrated technical understanding of operational cash issues, challenges and concerns.

Language: Fluency in both written and oral communication in English. Knowledge of French and/or Arabic is desirable.

Required Skills and Knowledge:

- Experience of coordinating either CWGs or other humanitarian and development working groups, clusters and sectors in the country or in other contexts with emergency response.
- Awareness of government, local or development social assistance, programmes, systems and/ or policies and social protection working groups.
- Ability to remain impartial, uphold humanitarian principles, maintain integrity and avoid pursuing organizational or personal agendas when coordinating/ facilitating discussions.
- Strong interpersonal, communication (verbal/written) and presentation skills.
- Experience of liaising technical and senior humanitarian, development actors and donors.
- Demonstrated ability to facilitate discussions, negotiate compromise and reach agreements.
- Ability to respectfully engage, broker and/ or facilitate conflict resolution between multiple actors with different approaches, mandates, experiences, backgrounds, nationalities, cultures, sectors, interests and seniority levels with diverging views and opinions.

If you require additional support and/or any reasonable adjustment to apply for this position or at any stage of the recruitment process, please contact lebanon.recruitment@wfp.org to advise us of any accessibility needs (e.g. more time, support to fill the form, etc.) you may have.

THE WORLD FOOD PROGRAMME DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, ASSESSMENT, INTERVIEW MEETING, OR PROCESSING). THE WORLD FOOD PROGRAMME DOES NOT REQUIRE INFORMATION ON APPLICANTS' BANK ACCOUNTS.

Applications must be submitted online:

HOW TO APPLY:

- Go to: <https://career5.successfactors.eu/sfcareer/jobreqcareer?jobId=826853&company=C0000168410P>
- Step 1: Create your online CV in the platform
- Step 2: Click on “Description” to read the position requirements
- Step 3: Click on “Apply” to submit your application
- **NOTE:** *You must complete Step 3 in order for your application to be considered for this vacancy*